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SF Environment

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GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

**City and County of San Francisco
Urban Forestry Council
Landmark Tree Committee**

NOTICE OF CANCELLED MEETING
Tuesday, January 8, 2008, 4:00 p.m.
Room 421, City Hall

The **Tuesday, January 8, 2008, 4:00 p.m. Regular Meeting** of the Urban Forestry Council's Landmark Tree Committee has been **CANCELLED**. The next Regular Meeting is scheduled for Tuesday, February 12, 2008 at 4:00 p.m. at City Hall, Room 421, One Dr. Carlton B. Goodlett Place in San Francisco. An agenda will be prepared and distributed at least 72 hours prior to the meeting. If you have any questions, please contact the Council Secretary at (415) 355-3709. You may also visit our website at http://sfgov.org/site/sfenvironment_meeting.asp?id=61012 for additional meeting information.

Respectfully submitted by,

Monica Fish, Council Secretary

Posted: January 3, 2008

DOCUMENTS DEPT.

JAN - 3 2008

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**City and County of San Francisco
Urban Forestry Council
Landmark Tree Committee**

NOTICE OF CANCELLED MEETING
Tuesday, February 12, 2008, 4:00 p.m.
Room 421, City Hall

*SF
2/12/08
#1
2/12/08
Cancelled*

The **Tuesday, February 12, 2008, 4:00 p.m. Regular Meeting** of the Urban Forestry Council's Landmark Tree Committee has been **CANCELLED** due to a lack of quorum. The next Regular Meeting is scheduled for Tuesday, March 11, 2008 at 4:00 p.m. at City Hall, Room 421, One Dr. Carlton B. Goodlett Place in San Francisco. An agenda will be prepared and distributed at least 72 hours prior to the meeting. If you have any questions, please contact the Council Secretary at (415) 355-3709. You may also visit our website at http://sfgov.org/site/sfenvironment_meeting.asp?id=61012 for additional meeting information.

Respectfully submitted by,

Monica Fish, Council Secretary

Posted: February 6, 2008

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City and County of San Francisco
Urban Forestry Council
Landmark Tree Committee

NOTICE OF CANCELLED MEETING

**Tuesday, March 11, 2008, 4:00 p.m.
Room 421, City Hall**

The **Tuesday, March 11, 2008, 4:00 p.m. Regular Meeting** of the Urban Forestry Council's Landmark Tree Committee has been **CANCELLED** due to a lack of quorum. The next Regular Meeting is scheduled for Tuesday, April 8, 2008 at 4:00 p.m. at City Hall, Room 421, One Dr. Carlton B. Goodlett Place in San Francisco. An agenda will be prepared and distributed at least 72 hours prior to the meeting. If you have any questions, please contact the Council Secretary at (415) 355-3709. You may also visit our website at http://sfqgov.org/site/sfenvironment_meeting.asp?id=61012 for additional meeting information.

Respectfully submitted by,

Monica Fish, Council Secretary

Posted: March 4, 2008

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City and County of San Francisco
Urban Forestry Council
LANDMARK TREE COMMITTEE
Regular Meeting Notice and Agenda

DOCUMENTS DEPT.

Tuesday, April 8, 2008, 4:00 p.m.
City Hall, Room 421
One Dr. Carlton B. Goodlett Place
San Francisco, CA

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COMMITTEE MEMBERS: Mike Boss (Chair), Carolyn Blair, Steve Griswold, Malcolm Hillan, and Mark Sustarich.

Order of Business

Public Comment will be heard before the Committee takes action on any item.

1. **Call to Order and Roll Call**
2. **Adoption of Minutes of the December 11, 2007 Urban Forestry Council Landmark Tree Committee Regular Meeting** (Explanatory Document: Draft Minutes of the December 11, 2007 Regular Meeting http://sfgov.org/site/sfenvironment_page.asp?id=72733) (Discussion and Action).
3. **Public Works Code Section 802(x)**—The Committee shall discuss and refine the existing City definition of the word "tree" as it relates to the Landmark Tree Ordinance and make recommendations to the full Council (Explanatory Document: Article 16 Public Works Code 802(x)(page 5) http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/Article16PublicWorksCodeUrbanForestryOrdinance.doc) (Discussion and Possible Action).
4. **Hearing on Nominations for Landmark Tree Status.** The Landmark Tree Committee will hold a hearing to determine whether the trees nominated at the following addresses meet the criteria for designation as landmark trees (Discussion and Action).

Monterey Cypress (*Cupressus macrocarpa*, located at 2626 Vallejo Street, Assessor's Block 0953, Lot 006. (Explanatory Documents: Nomination Forms and Photos (PDF)

http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/HomeownersSuppliedNominationFormandPhotos.pdf and Staff Evaluation Form (Word) [http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/LTCevaluationformMeiLing\(1\).doc](http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/LTCevaluationformMeiLing(1).doc))

Howell's Manzanita (*Manzanita hispida*), located at 115 Parker Avenue, Assessor's Block 1064, Lot 002 (Explanatory Documents: Nomination Form (PDF)

http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/NominationForm.pdf, Photos (PDF) http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/OwnerPhotoCloseUp.pdf and (PDF) http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/OwnerPhotoOverall.pdf and Staff Evaluation Form (Word) http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/LTCevaluationformMeiLing.doc)

At the conclusion of the hearing, the Landmark Tree Committee will vote on whether to approve or reject the nominations and shall adopt written findings to support its decision to forward to the Urban Forestry Council. The Council will forward approved nominations to the Board of Supervisors for further consideration.

5. **Approval of Documents for Notification of Landmark Tree Hearings and Discussion of Amendments to Public Works Code Section 810 on Landmark Trees.** The Committee shall discuss Ordinance Amendments approved by the Board of Supervisors on March 25, 2008 and vote on draft notification documents to forward to the full Council for approval. (Explanatory Documents: Ordinance amending Public Works Code Section 810 (Word) http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/BOSPublicWorksSect810Amendments.doc, Draft Landmark Tree Hearing Notices (PDF) http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/DraftNoticesLandmarkTreeHrgs.PDF and Examples of DPW Tree Removal Hearing Notice and Urban Forestry Council's Notice to Property Owner of Landmark Tree Nomination (PDF) http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/ExamplesPropOwnerDPW.pdf) (Discussion and Action).
6. **Landmark Tree Evaluation Criteria.** The Committee shall continue to discuss redefining landmark tree evaluation criteria and discuss criteria used in other jurisdictions. (Continued from the December 11, 2007 Meeting) (Explanatory Documents: Original Landmark Tree Evaluation Criteria (Word) http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2007/LandmarkTreeCriteria.doc, Evaluation Criteria Revised 050307 (Word) <http://web1.sfgov.org/site/uploadedfiles/LMTCriterarev50307.doc>, Phytosphere Guidelines for Developing and Evaluating Tree Ordinances (HTML) <http://www.phytosphere.com/treeord/heritage.htm> and Jurisdictions' Criteria Forms (PDF) http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2007/JurisdictionsCriteriaFormsExamples.pdf) (Discussion).
7. **Visible Identification of Landmark Trees after Designation.** The Landmark Tree Committee shall discuss methods for visibly identifying trees that have received landmark tree status (Continued from the December 11, 2007 Meeting) (Explanatory Document: Bench marker images (Word) http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/ImagesbenchmarkersvisibleidentificationLandmarkTrees.doc) (Discussion).
8. **New Business/Future Agenda Items** (Information and Discussion).
9. **Public Comment:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.
10. **Adjournment.**

The next Landmark Tree Committee meeting is scheduled for Tuesday, May 13, 2008 at 4:00 p.m., Room 421, City Hall.

Landmark Tree Hearing Recommended Guidelines

The Committee Chair has the discretion to change speaker order or length of time for each speaker if the Chair determines the request to be reasonable.

- 1) Sponsor for nomination (8 min)
- 2) Staff analysis (8 min)
- 3) Property owner's presentation, including outside professional staff (8 min)
- 4) Affected property owner's presentation, including outside professional staff (8 min)
- 5) Public comment (up to 3 min/per person)

- 6) Committee Evaluation Reports (8 min total)
- 7) Staff Rebuttal (3-5 min)
- 8) Property Owner Rebuttal (3-5 min)
- 9) Affected property owner rebuttal (3-5 min)
- 10) Discussion and Action by Committee

Public Comment

At this time, members of the public may address the Committee on items of interest that are within the subject matter jurisdiction of the Committee but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Committee for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Committee from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Committee is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council Landmark Tree Committee meetings will be held in Room 421, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Committee meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

Know Your Rights Under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Frank Darby, Jr., Sunshine Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 252-3100, fax (415) 252-3112; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: http://sfgov.org/site/sfenvironment_meeting.asp?id=61012 (by following the links by each agenda item), by following the links by each agenda item above, or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents that are received after posting of this agenda will be available on the website or by request to the Council Secretary at the contact information listed above.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Commission and the public.

Monica Fish, Council Secretary

TEL: (415) 355-3709; FAX: 415-554-6393

Posted: April 1, 2008

determined pursuant to the valuation formula adopted by the International Society of Arboriculture, as amended from time to time, plus the Department's actual costs to replace the tree. "Replacement value" shall include the Department's administrative costs.

(t) "Sidewalk" shall mean the area between the curbing and the abutting private property lot line, whether paved or unpaved, as legislated by the Board of Supervisors and as reflected in the Department's official maps.

(u) "Significant Tree" shall mean a tree so defined in Section 810A of this Article.

(v) "Street" shall mean the vehicular travel-way portion of any public street, avenue, boulevard, lane, road, parkway, freeway, or other public way.

(w) "Street tree" shall mean any tree growing within the public right-of-way, including unimproved public streets and sidewalks, and any tree growing on land under the jurisdiction of the Department.

→ (x) "Tree" shall mean any large perennial plant having a woody trunk(s), branches, and leaves. Trees also shall include palm trees.

(y) "Urban forest" shall mean all trees on public streets and rights-of-way within the borders of the City and County of San Francisco, any trees growing on land subject to the jurisdiction of the Department, and any other trees subject to the provisions of this Article.

(z) "Urban Forestry Council" shall mean the Urban Forestry Council as established under the Environment Code Chapter 12.

(Added by Ord. 165-95, App. 5/19/95; amended by Ord. 294-98, File No. 98-0991, Eff. 11/2/98; Ord. 17-06, File No. 051458, App. 1/20/2006; Ord. 193-06, File No. 060778, App. 7/21/2006)

SEC. 803. URBAN FORESTRY COUNCIL; ADDITIONAL POWERS AND DUTIES.

(a) The Urban Forestry Council shall serve in an advisory capacity to the Director or his designee on matters relating to this Article and to tree management in the City. The responsibilities of the Urban Forestry Council may include but shall not be limited to the following:

(1) Studying the problems and determining the needs of the City concerning its street tree planting and maintenance programs, and advising the Director in this regard;

(2) Preparing for the Director an annual report detailing the state of the urban forest;

Item #4

SAN FRANCISCO URBAN FORESTRY COUNCIL

Landmark Tree Nomination Form

Disclaimer: Any information you include on this form will be part of the public record. Anyone may request to see the information you submit for a landmark tree nomination. For more legal information, see the last page of this form.

Who can nominate a landmark tree?

- An authorized nominator is a Supervisor, head of a City department or agency, Planning Commissioner, Landmarks Preservation Advisory Board member, or property owner.
- The Board of Supervisors, Planning Commission, Landmarks Preservation Advisory Board and the head of a City department or agency may nominate a tree.
- The head of a City department or agency may nominate a tree on property under their jurisdiction. City departments and agencies should conduct an internal approval process before nominating a tree.
- A property owner may nominate a tree on his or her property.
- A member of the public may ask an authorized nominator to nominate a tree.

I am one of the following authorized nominators

- ☒ Property owner
- ☐ Board of Supervisor member
- ☐ Head of a city department or agency
- ☐ Planning Commission member
- ☐ Landmarks Preservation Advisory Board member

Please note that a permit will be required for any future removal of a landmark tree.

Pursuant to Ordinance 0017-06 and Public Works Code 810, the Urban Forestry Council requests the following information.

Property owner:

Authorized nominator (Supervisor, Planning Commission, Landmarks Advisory Board, Head of City Department/Agency):

Harriet Heyman & Michael Moritz

Name
2626 VALLEJO ST.

Address
SAN FRANCISCO, CA 94123

Address
440-1555h 218-9235c

Phone (day)
440-7555

Fax #
hh@harrietheyman.com

Email
hh@harrietheyman.com

Name
[Signature]

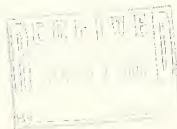
Address

Address

Phone (day)

Fax #

Email



I am the property owner or an authorized nominator and I support this nomination.

Harmit Heyman Signature
Feb. 26, 2008 Date

I am the property owner and I grant permission for city staff to evaluate the nominated tree on the property with advance notice.

Harmit Heyman Signature
Feb. 26, 2008 Date

TREE DESCRIPTION

Tree name (species and common name): Monterey cypress

Number of trees: 1

Street address: 2626 VALLEJO ST. / at Scott

Location of Tree: ☐ Front yard ☒ Rear yard ☐ Side yard ☐ Corner-side yard
☐ Public right-of-way ☐ Public lands ☐ Not sure
☐ Other: _____

GPS units (OPTIONAL): _____

Height 45-50 feet
 Average canopy width¹ 40 feet
 Circumference at chest level² c. 108" inches ≡
 Circumference at ground level³ _____ inches

NB. The tree base is at a level that is difficult to access. The tree is easily 9' in diameter before the crotch.

1 Distance from one edge to opposite edge of tree canopy

2 Distance around trunk at 4.5 ft off the ground. <http://www.isa-arbor.com/publications/tree-ord/heritage.aspx>

3 Distance around trunk on the ground where the trunk meets the soil.

The Urban Forestry Council will use the following criteria to evaluate each potential landmark tree.

Please check the applicable criteria boxes and provide additional information about each component. If you need more space to describe the tree, please attach additional sheets.

Species

☐ Rare

Size or Age

☐ Greater than typical mature size or age

50 yrs old $\frac{1}{2}$

Cultural/Historical Value

- ☐ Significant historical or cultural association with person, place, event
☐ Significant ethnic appreciation
☐ Neighborhood appreciation of tree
☐ Part of planting that defines neighborhood character
☐ Profiled in a publication or other media

Key Location

- ☐ High traffic area
☐ Low tree density area
☒ Extends between several properties
☐ Visually accessible from public right-of-way

Ecology

- ☒ Important wildlife habitat
☐ Part of interdependent group of trees
☐ Erosion control
☒ Wind or sound barrier

This tree is on the neighborhood 'rounds' of the Telegraph Hill Parrots.

Holds soil together on steep slope at base of building

Visual characteristic

- ☒ Prominent landscape feature
☒ Character defining form

Tree Condition

Robust + recently pruned

- ☐ No apparent problems ☐ Minor problems ☐ Major problems ☐ Extreme problems

Tree Condition

- ☐ Root issues
☐ Mushrooms (trunk or base of tree)
☐ Trunk wounds or cracks
☐ Trunk cavities
☐ Broken or dead branches
☐ Crowded or crossing branches
☐ Pest or disease problem
☐ Previous construction that may have damaged tree

Describe how/why the tree has historical importance due to an association with a building, structure, site, street, person or event.

Describe how/why the tree has cultural, social and/or historical importance.

Describe how/why the tree is a defining or meaningful feature of a neighborhood.

Overhanging the tree is healthy and pruned affords both us and our neighbors on Vallejo St. A pleasant view to the north and east, while providing some wind shelter. It is a particularly magnificent tree and can be seen and appreciated by many neighbors.

Describe how/why the tree has ecological value like wildlife habitat and erosion control.

Our house sits on a granite flat that drops away suddenly on the northern end. The Monterey cypress is rooted on a narrow ledge of soil about twenty feet below our garden. It holds soil together on this precipitous slope.

Describe any tree health or structure issues.

James Urban Forester 641-2676

If you have any questions about this form, tree terms or tree concepts, please contact the Urban Forestry Council staff (below). It is acceptable if you cannot provide some of the information requested on this form.

A photograph of the tree must be submitted with this form.

Please attach **optional** supporting documents such as letters, arborist report, etc.

Mei Lin Hui 355-3731

Send to: Attn: Landmark Tree Nomination, 11 Grove Street, San Francisco, CA 94102
OR environment@sfgov.org

Any information you submit will be part of the public record.

The Public Records Act defines a "public record" broadly to include "any writing containing information relating to the conduct of the public's business prepared, owned, used or retained by any state or local agency, regardless of the physical form or characteristics." Govt. Code § 6252(e). The Sunshine Ordinance defines "public information" as the content of "public records" as defined in the Public Records Act. Admin Code § 67.20(b). Pursuant to the Public Records Act and Sunshine Ordinance, this document is a public record and will be available to the public upon request, at the hearing site, at the San Francisco Main Library, and on the Urban Forestry Council's website. Admin Code §§ 8.16, 67.7 (b), and 67.21(a).

FOR STAFF USE ONLY

| | |
|-------------------------------------|-------------------------------|
| Application received date _____ | Received by _____ |
| Tree evaluation form _____ | UFC recommendation date _____ |
| Board of Supervisors Decision _____ | |
| Landmark Tree # _____ | |
| Title recorded date _____ | |

NORTH TWILIGHT GARDEN 2626 VALEJO ST. SF 47143 near south Monterey Cypress



N.B. 20-25' of trunk
is obscured by back
garden wall







↓ at least 10' feet
to base on narrow ledge





Urban Forestry Council Landmark Tree Evaluation Form and Criteria

Pursuant to Ordinance 0017-06 and Public Works Code Section 810, the UFC has developed these criteria for evaluating potential landmark trees in San Francisco. When evaluating or considering potential landmark trees, please consider the context of the tree within its site location. For example, a tree on PUC land may not have the same community importance that a street or park tree would. Use comment sections, as appropriate, to explain or support evaluation. Attach sheets if more space is needed.

Evaluator's name: Mei Ling Hui

Date of evaluation: March 19, 2008

Scientific name: *Cupressus macrocarpa*

Common name: Monterrey Cypress

Street address: 2626 Vallejo

Cross streets: Scott

Rare: ☐ Rare ☐ Uncommon ☒ Common ☐ Other

Unusual species in San Francisco. Also consider rarity in California, North America, world.

Comment: Comprise 3.8% of all San Francisco Tree, according to the most recent UFORE report

Size: ☒ Large ☐ Medium ☐ Small

Notable size (height, diameter, canopy width) compared to other trees of the same species.

Comment: approx 50' tall, 40' spread. It's a multi-trunk tree, with two main trunks which split about 10' above the root crown. DBH approx. 5'.

Age: ☒ Significantly advanced ☐ Not significantly advanced

Significantly advanced age for this species (known or estimated).

Comment: Tree is quite large. Neighbors claim the tree was the size it currently is in 1960, when they moved into the house next door.

Historical Association: ☐ Yes ☒ None apparent

Related to a historic or cultural building, site, street, person, event, etc.

Describe nature of appreciation: _____

Ethnic appreciation: ☐ Yes ☒ None apparent

Particular value to certain ethnic groups in neighborhood or city.

Urban Forestry Council
Landmark Tree Evaluation Form and Criteria

2

Describe nature of appreciation: _____

Neighborhood appreciation: ____ Yes ☒ None apparent

Multiple indicators such as letters of support, petition, outdoor gatherings, celebrations adjacent or related to tree, etc. **Attach documentation:**

Describe:

Planting defines neighborhood character: ☒ Yes ____ No

Contributes to neighborhood aesthetic.

Describe contribution:

Profiled in a publication or other media: ____ Yes ☒ Unknown

Tree has received print, internet, and/or video media coverage. **Attach documentation** if appropriate.

Describe coverage: _____

High traffic area: ____ Yes ☒ No

High visibility, possible traffic calming effect.

Describe:

Low tree density: ____ Low ☒ Moderate ____ High

Tree exists in a neighborhood with very few trees.

Describe:

Extends between multiple properties: ☒ Yes ____ No

High visibility, multiple neighbors share tree.

Describe:

Accessible from public right-of-way: ____ Yes ☒ No

High visibility.

Describe:

Important wildlife habitat: ____ Yes ☒ No

Wildlife shelter and/or food (observed or potential). Describe and be as specific as possible.

Interdependent group of trees: ☒ Yes ____ No

Urban Forestry Council
Landmark Tree Evaluation Form and Criteria

3

This tree forms a supercanopy and removing it may have an adverse impact on adjacent trees.

Describe: Possibly. Under the Cypress there are 2 Pitt crassifolium and about a dozen tree ferns.

Erosion control: ☒ Yes ☐ No

Tree prevents soil erosion.

Describe: Tree is growing in a steeply banked location.

Wind or sound barrier: ☐ Yes ☒ No

Tree reduces wind speed or mitigates undesirable noise.

Describe: It's large enough to have an effect on wind or noise but I don't think it's really close enough to any buildings or loud enough in their area for the tree to do much in this regard.

The tree does have branches which partially hang over adjacent buildings.

Prominent landscape feature: ☒ Yes ☐ No

A striking and outstanding natural feature.

Describe, attach photo if possible:

Character-defining form: ☒ Yes ☐ No

Tree is an example of good form for its particular species.

Describe: This tree is frequently pruned to manicure and to reduce the interaction of branches and other structures. The canopy has been somewhat rounded out by this pruning. But the form is still indicative of this species overall.

Tree condition: ☒ Good ☐ Poor ☐ Hazard

Consider overall tree health and structure, and whether or not tree poses a hazard

Describe:

Additional comments

It's a beautiful, well cared for tree that appears to be in good health. Tree is well loved by the property owners who are very responsibly maintaining it. It's my opinion that this tree is an excellent candidate for landmark status.

SAN FRANCISCO URBAN FORESTRY COUNCIL

Who can nominate a landmark tree?

- A property owner may nominate a tree on his or her property.
- A City department or agency may nominate a tree on their property. City departments and agencies should conduct an internal approval process before nominating a tree.
- The Board of Supervisors, Planning Commission, Landmarks Preservation Advisory Board and the head of a City department or agency may nominate a tree.
- A member of the public may approach a property owner, Board of Supervisors, Planning Commission, Landmarks Preservation Advisory Board or the head of a City department or agency about nominating a tree.

Things to consider when you nominate a landmark tree

- A permit will be required for any future removal of a landmark tree. If you are a private property owner, you will need a landmark tree removal permit from DPW. If you are City and County department, your department will hold a public hearing and then decide whether or not to approve a tree removal.
- All trees need proper maintenance from a professional arborist including mature and notable trees.
- The property owner is liable for all issues that may arise with a landmark tree. The City and County of San Francisco does not assume liability by conferring landmark status on a tree.

SAN FRANCISCO URBAN FORESTRY COUNCIL

Landmark Tree Nomination Form

Disclaimer: Any information you include on this form will be part of the public record. Anyone may request to see the information you submit for a landmark tree nomination. For more legal information, see the last page of this form.

Who can nominate a landmark tree?

- An authorized nominator is a Supervisor, head of a City department or agency, Planning Commissioner, Landmarks Preservation Advisory Board member, or property owner.
- The Board of Supervisors, Planning Commission, Landmarks Preservation Advisory Board and the head of a City department or agency may nominate a tree.
- The head of a City department or agency may nominate a tree on property under their jurisdiction. City departments and agencies should conduct an internal approval process before nominating a tree.
- • A property owner may nominate a tree on his or her property.
- A member of the public may ask an authorized nominator to nominate a tree.

I am one of the following authorized nominators

- ☒ Property owner
- ☐ Board of Supervisor member
- ☐ Head of a city department or agency
- ☐ Planning Commission member
- ☐ Landmarks Preservation Advisory Board member

Please note that a permit will be required for any future removal of a landmark tree.

Pursuant to Ordinance 0017-06 and Public Works Code 810, the Urban Forestry Council requests the following information.

Property owner:

K. ROSE HILLSON
Name
115 PARKER AVENUE
Address
 SF CA 94118
Address
unlisted
Phone (day)

Fax #

Email

Authorized nominator (Supervisor, Planning Commission, Landmarks Advisory Board, Head of City Department/Agency):

← PROPERTY OWNER
Name

Address

Address

Phone (day)

Fax #

Email

I am the property owner or an authorized nominator and I support this nomination.

X. Rose Johnson Signature
March 3, 2008 Date

I am the property owner and I grant permission for city staff to evaluate the nominated tree on the property with advance notice and with me present. RH

X. Rose Johnson Signature
March 3, 2008 Date

TREE DESCRIPTION

via one gene (second gene pending)

Tree name (species and common name):

Arctostaphylos hispidula / Howell's Manzanita

Number of trees: ONE (1)

Street address: 115 PARKER AVENUE, SF. CA 94118

Location of Tree:

- ☐ Front yard ☒ Rear yard ☐ Side yard ☐ Corner-side yard
☐ Public right-of-way ☐ Public lands ☐ Not sure
☐ Other: _____

GPS units (OPTIONAL): _____

Height ~ 6 feet

Average canopy width¹ ~ 5 feet

Circumference at chest level² _____ inches

Circumference at ground level³ _____ inches

1 Distance from one edge to opposite edge of tree canopy

2 Distance around trunk at 4.5 ft off the ground. <http://www.nrcs.usda.gov/wetland/landowners/landowners.html>

3 Distance around trunk on the ground where the trunk meets the soil.

The Urban Forestry Council will use the following criteria to evaluate each potential landmark tree.

Please check the applicable criteria boxes and provide additional information about each component. If you need more space to describe the tree, please attach additional sheets.

Species

☒ Rare The only one to exist in the City and County of San Francisco.
DNA-tested for one gene, pending second gene.

Size or Age

☐ Greater than typical mature size or age

Cultural/Historical Value

- ☒ Significant historical or cultural association with person, place, event
☐ Significant ethnic appreciation
☐ Neighborhood appreciation of tree Historical
☒ Part of planting that defines neighborhood character
☐ Profiled in a publication or other media ← will be

Key Location

- ☐ High traffic area
☐ Low tree density area
☐ Extends between several properties
☐ Visually accessible from public right-of-way

NONE

Ecology

- ☒ Important wildlife habitat
☐ Part of interdependent group of trees
☐ Erosion control
☐ Wind or sound barrier

Visual characteristic

- ☒ Prominent landscape feature *spectacular in bloom + w/ fruits*
☒ Character defining form

Tree Condition

- ☒ No apparent problems ☐ Minor problems ☐ Major problems ☐ Extreme problems

Tree Condition

- ☐ Root issues
☐ Mushrooms (trunk or base of tree)
☐ Trunk wounds or cracks
☐ Trunk cavities
☐ Broken or dead branches
☐ Crowded or crossing branches
☐ Pest or disease problem
☐ Previous construction that may have damaged tree

Describe how/why the tree has historical importance due to an association with a building, structure, site, street, person or event. Historically, many species of unknown/unsurveyed manzanitas grew in the old Hfers cemetery area (Laurel Hill Cemetery) and my lot is immediately adjacent to the former cemetery land. The original owner, Patrick Kenny, was a laborer of Laurel Hill Cemetery and later his occupation was listed as gardener. The site is old Franciscan sand over serpentine. Not much of anything done to the original lot. Publication on this plant is pending.

Describe how/why the tree has cultural, social and/or historical importance.

Culturally, this manzanita could have been used by the Ohlone Indians, but that is not clear yet. Historically, LHC was Landmark # 33, I believe, and nothing remains of it except for my original owner's house with site integrity and the history of James Roof's & Alice Eastwood's manzanita discoveries. Important to California botanical history.

Describe how/why the tree is a defining or meaningful feature of a neighborhood.

This manzanita is a relic/remnant plant that grew at Laurel Hill Cemetery area. The current Laurel Heights neighborhood was once a cemetery sold to developers for housing. Plants were bulldozed. This plant was not available in the trade/nurseries!

Describe how/why the tree has ecological value like wildlife habitat and erosion control.

Hummingbirds drink from the small whitish-pinkish flowers. Robins eat the berries in the late summer. Scrub jays and to wipe their beaks on the smooth bark. Bumblebees travel a "highway" to get to this plant. Tiny birds hangout in tree. Unknown what kind of bird.

Describe any tree health or structure issues.

None that I see as negative. Excellent vitality.

If you have any questions about this form, tree terms or tree concepts, please contact the Urban Forestry Council staff (below). It is acceptable if you cannot provide some of the information requested on this form.

I have never done this so this is what I have but have experts working on this project from SF State and University of California, Berkeley. official voucher specimen collected.

A photograph of the tree must be submitted with this form.

see attached full view and closeup photos — total, 2 pictures.

Please attach optional supporting documents such as letters, arborist report, etc.

Send to: Attn: Landmark Tree Nomination, 11 Grove Street, San Francisco, CA 94102 355-3700
OR environment@sfgov.org

Any information you submit will be part of the public record.

The Public Records Act defines a "public record" broadly to include "any writing containing information relating to the conduct of the public's business prepared, owned, used or retained by any state or local agency, regardless of the physical form or characteristics." Govt. Code § 6252(e). The Sunshine Ordinance defines "public information" as the content of "public records" as defined in the Public Records Act. Admin Code § 67.20(b). Pursuant to the Public Records Act and Sunshine Ordinance, this document is a public record and will be available to the public upon request, at the hearing site, at the San Francisco Main Library, and on the Urban Forestry Council's website. Admin Code §§ 8.16, 67.7 (b), and 67.21(a).

FOR STAFF USE ONLY

Application received date _____

Received by _____

Tree evaluation form _____

UFC recommendation date _____

Board of Supervisors Decision _____

Landmark Tree # _____

Title recorded date _____

San Francisco Urban Forestry Council Criteria for Landmark Tree Evaluation

Pursuant to Ordinance 0017-06 and Public Works Code Section 810, the Urban Forestry Council has developed these criteria for evaluating potential landmark trees in San Francisco.

When evaluating or considering potential landmark trees, please consider the context of the tree within its site location. For example, a tree on PUC land may not have the same community importance that a street or park tree would.

Rare: Unusual species in San Francisco. Also consider rarity in California, North America, world.

Size: Notable size compared to other trees of the same species.

Age: Significantly advanced age (known or estimated).

Historical association: Related to a historic or cultural building, site, street, person, event, etc.

Ethnic appreciation: Particular value to certain ethnic groups in neighborhood or city.

Neighborhood appreciation: Multiple Indicators such as letters of support, petition, outdoor gatherings, celebrations adjacent or related to tree, etc.

Planting defines neighborhood character: Contributes to neighborhood aesthetic.

Profiled in a publication or other media: Tree has received print, internet, video media coverage.

High traffic area: High visibility, possible traffic calming effect.

Low tree density: Tree exists in a neighborhood with very few trees.

Extends between multiple properties: High visibility, multiple neighbors share tree.

Accessible from public right-of-way: High visibility.

Important wildlife habitat: Wildlife shelter and/or food (observed or potential).

Interdependent group of trees: This tree forms a supercanopy and removing it may have an adverse impact on adjacent trees.

Erosion control: Tree prevents soil erosion.

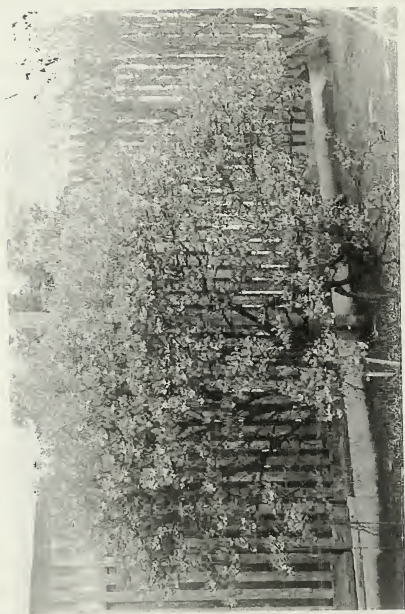
Wind or sound barrier: Tree reduces wind speed or mitigates undesirable noise

Prominent landscape feature: A striking and outstanding natural feature.

Character defining form: Tree is an example of good form for its particular species.

Tree condition: Consider overall tree health and structure, and whether or not tree poses a hazard.





Urban Forestry Council Landmark Tree Evaluation Form and Criteria

Pursuant to Ordinance 0017-06 and Public Works Code Section 810, the UFC has developed these criteria for evaluating potential landmark trees in San Francisco. When evaluating or considering potential landmark trees, please consider the context of the tree within its site location. For example, a tree on PUC land may not have the same community importance that a street or park tree would. Use comment sections, as appropriate, to explain or support evaluation. Attach sheets if more space is needed.

Evaluator's name: Mei Ling Hui

Date of evaluation: March 19, 2008

Scientific name: Manzanita hispidula

Common name: Howell's Manzanita

Street address: 115 Parker Ave

Cross streets: Euclid

Rare: ☒ Rare ☐ Uncommon ☐ Common ☐ Other

Unusual species in San Francisco. Also consider rarity in California, North America, world.

Comment:

Size: ☐ Large ☐ Medium ☒ Small

Notable size (height, diameter, canopy width) compared to other trees of the same species.

Comment: 7 1/2' tall, 9' spread, 3" caliper to trunk

Age: ☐ Significantly advanced ☐ Not significantly advanced

Significantly advanced age for this species (known or estimated).

Comment: Hard to say. Could be very old, though the homeowner informed me that this plant has grown significantly in the decade and a half since the ivy which covered it was removed.

Historical Association: ☒ Yes ☐ None apparent

Related to a historic or cultural building, site, street, person, event, etc.

Describe nature of appreciation: The building was the Laurel Hill Cemetery Groundskeeper's home.

Ethnic appreciation: ☐ Yes ☐ None apparent

Particular value to certain ethnic groups in neighborhood or city.

Describe nature of appreciation: I don't know

Neighborhood appreciation: ☐ Yes ☒ None apparent

Urban Forestry Council
Landmark Tree Evaluation Form and Criteria

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Multiple indicators such as letters of support, petition, outdoor gatherings, celebrations adjacent or related to tree, etc. **Attach documentation:**

Describe:

Planting defines neighborhood character: ☐ Yes ☒ No

Contributes to neighborhood aesthetic.

Describe contribution: It's a backyard tree and isn't visible from the public right of way. It is a nice feature in the yard, but it doesn't necessarily create a sense of place on its own.

Profiled in a publication or other media: ☐ Yes ☒ Unknown

Tree has received print, internet, and/or video media coverage. **Attach documentation** if appropriate.

Describe coverage: The property owner informs me that the Manzanita is being researched and will be included in a publication when genetic testing is completed. The publication will be through SF State.

High traffic area: ☐ Yes ☒ No

High visibility, possible traffic calming effect.

Describe:

Low tree density: ☐ Low ☒ Moderate ☐ High

Tree exists in a neighborhood with very few trees.

Describe:

Extends between multiple properties: ☐ Yes ☒ No

High visibility, multiple neighbors share tree.

Describe:

Accessible from public right-of-way: ☐ Yes ☒ No

High visibility.

Describe:

Important wildlife habitat: ☒ Yes ☐ No

It's a native plant and provides food for insects and birds.

Interdependent group of trees: ☐ Yes ☒ No

This tree forms a supercanopy and removing it may have an adverse impact on adjacent trees.

Describe:

Erosion control: ☐ Yes ☒ No

Urban Forestry Council
Landmark Tree Evaluation Form and Criteria

3

Tree prevents soil erosion.

Describe: Again, sidewalk tree.

Wind or sound barrier: ☐ Yes ☒ No

Tree reduces wind speed or mitigates undesirable noise.

Describe:

Prominent landscape feature: ☐ Yes ☒ No

A striking and outstanding natural feature.

Describe, attach photo if possible:

Character-defining form: ☒ Yes ☐ No

Tree is an example of good form for its particular species.

Describe: The Manzanita is growing low and spreads along the ground somewhat. It has been propped up. It appears to be a typical growth pattern for this plant in the wild.

Tree condition: ☒ Good ☐ Poor ☐ Hazard

Consider overall tree health and structure, and whether or not tree poses a hazard

Describe:

Additional comments

The Manzanita is rare, healthy and attractive. My concerns with this nomination are that the plant is small and given its low, as opposed to upright, form I don't know if it's tall enough to be considered a tree as opposed to a shrub.



SF Environment

Item # 5



GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

DATE

To Whom It May Concern:

This letter has been sent to satisfy noticing requirements set forth in Public Works Code section 810 (b)(3)(A) and inform you of the upcoming public hearings of the Urban Forestry Council (UFC) to discuss and take action on the nomination for landmark status of the following tree(s):

(Number of trees, common name, species name) located at (address and assessor's block #)

The UFC Landmark Tree Committee will hold a public hearing on this tree on (Date) at (Time) at (Address) in (Room number).

Following this hearing, the full Urban Forestry Council will hold a public hearing on this tree on (Date) at (Time) at (Address) in (Room number).

There will be an opportunity for public comment at the hearings.

Copies of meeting minutes and agendas are available on the SF Environment website at: http://www.sfenvironment.org/our_policies/overview.html?ssi=16 or by contacting Department staff at the address and phone numbers listed below.

Please feel free to share the information contained in this letter with other interested parties.

Respectfully,

San Francisco's Urban Forestry Council

Contact Mei Ling Hui, Urban Forest Coordinator, for more information:
meiling.hui@sfgov.org or (415) 355-3731

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SF Environment



GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

Landmark Tree Hearing Notice

The Urban Forestry Council will hold a public hearing on (DAY, DATE) commencing at (TIME) in (ROOM NUMBER) of City Hall, located at 1 Dr. Carlton B. Goodlett Place, San Francisco, to consider the following:

**Landmark tree nomination of (NUMBER OF TREES)
(SPECIES) tree(s) located at (LOCATION OF TREE).
This tree has been nominated by (NOMINATOR).**

Interested parties are encouraged to attend. Persons unable to attend the public hearing may submit written comment regarding the subject matter to the Urban Forestry Council staff person, 11 Grove Street, San Francisco, CA 94102. These comments will be brought to the attention of the Council and made part of the official record.

Further information, if desired, on this matter may be obtained prior to the hearing by phoning the Urban Forestry Council staff at (415) 355-3731.

San Francisco's Urban Forestry Council

Posted: (DATE POSTED)

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Department of the Environment, City and County of San Francisco
11 Grove Street, San Francisco, CA 94102

Telephone: (415) 355-3700 • Fax: (415) 554-6393 • Email: environment@sfgov.org

www.sfenvironment.com



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SF Environment

Our home. Our city. Our planet.



GAVIN NEWSOM
Mayor

JARED BLUMENFELD
Director

URBAN FORESTRY COUNCIL

Month Day, Year

Street Address
San Francisco, CA Zip

Dear Property Owner,

I am writing in regard to the common name (scientific name) at street location. [Nominator's full name] has officially nominated this tree for landmark status. [As a result, it receives temporary protection as a landmark tree for 180 days from the date Supervisor [last name] submitted his nomination. This means you need to a permit from the Department of Public Works in order to remove the tree.]

The landmark tree program is a way to preserve special and notable trees. If a tree receives landmark tree designation, a permit from Department of Public Works will be required to remove the tree. I have included a packet of information to explain the landmark tree process.

If you grant me permission, I will visit and evaluate the tree on your property. If you can accommodate the Landmark Tree Committee members, they would like to view the tree at your convenience. On [month, day year] the Landmark Tree Committee will hold a public tree hearing to discuss the landmark nomination of your tree. On [month, day, year] the Urban Forestry Council will vote on supporting or rejecting this nomination The Council will forward their recommendation to the Board of Supervisors. The Board will vote and make the final decision on the landmark status of this tree.

Please contact me if you have questions.

Sincerely,

Mei Ling Hui
Urban Forest Coordinator
meiling.hui@sfgov.org
415-355-3731

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City and County of San Francisco



Gavin Newsom, Mayor
Edward D. Reiskin, Director



Phone: (415) 554-6920
Fax: (415) 554-6944
TDD: (415) 554-6900
sfdpw.org

Department of Public Works
Office of the Director
City Hall, Room 348
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4645

ORDER NO. 177,415

TREE REMOVAL HEARING NOTICE

The Director of Public Works will hold a public hearing on Monday, February 25, 2008 commencing at 5:30 p.m. in Room 416 of City Hall, located at 1 Dr. Carlton B. Goodlett Place, San Francisco, to consider the following:

**Removal and replacement of five (5) privately maintained trees fronting the property at 2300 Vallejo Street
(Staff has denied the removal of four trees, the applicant has protested.)**

Interested parties are encouraged to attend. Persons unable to attend the public hearing may submit written comments regarding the subject matter to the Bureau Urban Forestry, 2323 Cesar Chavez Street, San Francisco, CA 94124. These comments will be brought to the attention of the hearing officer and made a part of the official public record.

Further information, if desired, on this matter may be obtained prior to the hearing by phoning the Bureau of Urban Forestry at (415) 641-2676.

Edward D. Reiskin
Director of Public Works

Approved: February 13, 2008

c: Department file (2)
Administrative Hearing Officer

[Public Works Code – landmark trees.]

Ordinance amending Section 810 of the San Francisco Public Works Code to make clarifying changes, establish hearing notice provisions, and extend the term of temporary designation of nominated landmark trees; and making environmental findings.

Note: Additions are single-underline italics Times New Roman;
deletions are ~~striketrough italics Times New Roman~~.
Board amendment additions are double underlined.
Board amendment deletions are ~~striketrough normal~~.

Be it ordained by the People of the City and County of San Francisco:

Section 1. The Planning Department has determined that the actions contemplated in this Ordinance are in compliance with the California Environmental Quality Act (California Public Resources Code sections 21000 et seq.). Said determination is on file with the Clerk of the Board of Supervisors in File No. _____ and is incorporated herein by reference.

Section 2. The San Francisco Public Works Code is hereby amended by amending Section 810, to read as follows:
SEC. 810. LANDMARK TREES.

(a) Designation Criteria. The ~~Urban Forestry Council shall develop and recommend for adoption by the~~ Board of Supervisors in Resolution No. 44-06, Clerk of the Board of Supervisors File No. 060487 adopted uniform criteria for the designation of landmark trees, which ~~criteria shall~~ included consideration of the age, size, shape, species, location, historical association, visual quality, ~~or~~ and other contribution to the City's character, as set forth Section 810(f)(4)(A)–(E) below. Upon adoption by the Board of Supervisors, the This designation criteria, which may be amended from time to time, shall apply to all trees within the territorial limits of the City and

County of San Francisco. ~~Pending adoption of criteria for designation of landmark trees, the Urban Forestry Council, affected City departments, and the Board of Supervisors shall rely on the general criteria set forth in Section 810(f)(4)(A)–(E).~~

(b) Designation Process.

(1) Nominations. A tree may be nominated for designation as a landmark tree by any of the following parties: (i) the property owner whose property contains the subject tree by a written request to the Urban Forestry Council; (ii) the Board of Supervisors by adoption of a motion resolution declaring the intent to nominate a tree for landmark status or the Planning Commission; or Landmarks Preservation Advisory Board by adoption of a resolution of intent to nominate a tree for landmark status; or (iii) the director of any City agency or department by filing a nomination letter with the Urban Forestry Council. Each tree nominated for landmark tree status shall be the subject of a separate individual nomination.

(2) Content of Nominations. Nominations shall be made in writing to the Urban Forestry Council and shall include the basis for the nomination, which may address one or more of the adopted designation criteria, including the factors listed below in Section 810(f)(4)(A)–(E) below; the lot, assessor's block, and street address of the subject property; one or more pictures of the tree; and any other information that the nominating property owner or entity believes would be pertinent to the nomination.

(3) Urban Forestry Council Hearing and Determination. The Urban Forestry Council shall hold a public hearing on a ~~nomination within 60 days of receipt of a completed~~ nomination request, and shall determine whether the tree qualifies as a landmark tree pursuant to the adopted designation criteria. ~~The Urban Forestry Council shall meet at least twice annually to consider such nomination requests.~~ After the conclusion of the public hearing, the Urban Forestry Council shall adopt written findings that specify the basis for its

1 decision to approve or reject the nomination and shall forward these findings to the applicant
2 for the nomination and the affected property owner. If the Urban Forestry Council determines
3 that the subject tree meets the adopted designation criteria, it shall forward said decision to
4 the Director, as to a tree on private property, or to the subject City agency, commission or
5 department, as to a tree on City-owned property. If the Urban Forestry Council rejects the
6 nomination, the Council shall not accept a new request for the subject tree for three years
7 from the date of its decision. If the Urban Forestry Council determines that a tree qualifies as
8 a landmark tree, its written findings on the nomination ~~shall be forwarded~~, along with any
9 recommendations of relevant City agencies, commissions or departments, shall be forwarded
10 within 30 days to the Board of Supervisors for its consideration pursuant to Section 810(b)(4)
11 of this Article. If the Urban Forestry Council fails to forward said findings to the Board of
12 Supervisors within ~~90~~ 120 days of the Urban Forestry Council's receipt of the nomination
13 request, the Board of Supervisors may, in its discretion, schedule a public hearing on the
14 nomination, in which event, the failure of the Urban Forestry Council to forward said findings
15 within the ~~90~~ 120 day period shall constitute its approval of the nomination.

16 (A) If the nominated tree is on private or public property, the Council shall provide
17 mailed or delivered notice of the hearing to the subject property owner and all property owners and
18 residents adjoining the subject property where the tree is located at least seven (7) days prior to its
19 hearing. The Council, in its discretion, also may provide delivered notice of the hearing to
20 residents adjoining the subject property, posted notice, or both.

21 (B) If the subject property exceeds one (1) acre in size, the Council shall provide posted
22 notice in lieu of the mailed or delivered notice. Such notice shall be posted on at least two locations
23 on each block face(s) tangent to the subject property at least seven (7) days prior to its hearing.
24
25

1 (C) If the Council either delivers or posts notice in accordance with these provisions,
2 staff assigned to this task shall sign an affidavit, accompanied with any supporting material, stating
3 when and where the notice was delivered or posted.

4 (4) Designation. Upon the recommendation of the Urban Forestry Council, the Board
5 of Supervisors, by ordinance, may designate as a "landmark tree" any tree within the territorial
6 limits of the City and County of San Francisco that meets the adopted designation criteria, or
7 may rescind such designations. If the Urban Forestry Council does not issue findings in a
8 timely manner pursuant to Subsection (b)(3), the Board of Supervisors shall adopt its own
9 findings as part of the designation of a landmark tree.

10 (c) Landmark Tree Designation Recorded Notice and Official Book. Upon Board of
11 Supervisors designation of a landmark tree, the Department or affected agency shall record a
12 notice on the subject property concerning the landmark tree. The Department also shall
13 record the landmark tree designation in an official book entitled Landmark Trees. If the
14 landmark tree is a street tree under the maintenance responsibility of the Department, the
15 Department shall record the landmark tree designation in a separate section of the Landmark
16 Tree book that is reserved for those landmark trees under the maintenance responsibility of
17 the Department. The Department shall maintain this book for public review and update it on a
18 regular basis with the assistance of affected agencies.

19 (d) Temporary Designation of Landmark Tree Status.

20 (1) At the time a member of the Board of Supervisors introduces a ~~resolution of motion~~
21 ~~declaring the~~ resolution of intent to initiate a nomination and submits to the Clerk of the Board
22 of Supervisors the information required for a landmark tree nomination request as set forth in
23 Section 810(b)(2), the subject tree shall be temporarily designated as a landmark tree
24 ("temporary designation") and be subject to the provisions governing landmark trees set forth
25

1 herein while proceedings are pending on the landmark tree designation. At the time the
2 Planning Commission or Landmarks Preservation Advisory Board adopts a resolution of intent
3 to initiate a nomination, temporary designation of the subject tree shall occur. If the Director of
4 the Department or the director of any other City agency, commission or department initiates
5 landmark tree designation, temporary designation shall occur when the Urban Forestry
6 Council adopts a resolution determining that the subject tree qualifies for landmark tree status.
7 In addition, the Director of the Department shall have the authority to issue an emergency
8 order that temporarily designates a tree on private property or on any property under the
9 jurisdiction of the Department to prevent the immediate removal of a tree. Upon initiation of a
10 nomination pursuant to this Section, the entity initiating nomination shall immediately inform
11 the Director who shall immediately cause a notice to be provided to the relevant department
12 or private property owner informing them of the special permit and approval requirements
13 pursuant to Section 810(f).

14 (2) If ~~180~~ 215 days have elapsed from the date of temporary designation and final
15 action on landmark tree designation has not been completed, the temporary designation
16 status for the subject tree shall expire unless the Board of Supervisors adopts a resolution to
17 extend the temporary designation. Such extension shall not exceed 90 additional days.

18 (3) Although the subject tree ultimately may be designated as a landmark tree
19 sometime after expiration of temporary designation status, once the temporary designation
20 has expired or is rejected as set forth below in Subsection (5), the affected tree shall not be
21 subject to a new temporary designation for at least two years from the date of temporary
22 designation.

23 (4) The 215-day term of temporary designation or any additional term, if extended through
24 Board of Supervisors action pursuant to this Section, shall automatically be extended 30 additional

1 days from the date the Mayor either signs the ordinance designating the subject tree as a landmark tree
2 or the 10th day after the Clerk of the Board refers said ordinance to the Mayor and the ordinance is not
3 signed or vetoed.

4 (5) If the Board of Supervisors rejects a resolution of intent to initiate nomination of a
5 tree or the Urban Forestry Council rejects a nomination under subsection (b)(3), the
6 temporary designation shall automatically terminate.

7 (e) Zoning Administrator. The Zoning Administrator shall be required to identify
8 designated landmark tree(s) on proposed development or construction sites and to notify the
9 Urban Forestry Council and the Department or affected City agency, commission or
10 department. The Zoning Administrator and the Department or such other City Agency,
11 commission or department with jurisdiction, shall be required to impose measures to protect
12 such landmark trees on a construction site against damage to trunk, roots, and branches in
13 accordance with Section 808(c) of this Article. Removal of such trees shall be subject to the
14 rules and procedures for removal of landmark trees provided in this Section.

15 (f) Removal Criteria and Procedures.

16 (1) Removal Criteria. The Urban Forestry Council shall develop and recommend for
17 adoption by the Board of Supervisors uniform criteria, rules, and procedures governing
18 determinations to remove landmark trees. Removal criteria shall require consideration and
19 written findings on all of the factors related to the landmark tree as set forth in Section
20 810(g)(4), below, and shall not authorize the removal of a landmark tree unless it
21 constitutes a hazard tree pursuant to Section 802(o). Public notice, in accordance with the
22 requirements of Section 806(a)(2), and a hearing shall be required.

23 (2) Removal on Private Property; Special Permit Required. A property owner who
24 desires a permit to remove a landmark tree shall apply to the Department on the designated
25

1 form. Such application must be accompanied by an administrative fee in accordance with a
2 fee schedule adopted by the Director. Except in the case of manifest danger and immediate
3 necessity, landmark trees on private property shall be removed only after the Director's
4 determination and issuance of a permit, following a public hearing. If the Director determines
5 that removal of a landmark tree is necessary or permissible in accordance with the adopted
6 removal criteria, the Director may impose such reasonable conditions on the permit for
7 removal as he or she deems necessary to compensate for the loss of the tree, including but
8 not limited to the replacement value of the tree, administrative costs, and contribution to the
9 Adopt-A-Tree Fund. The Director's determination shall be final and appealable to the Board of
10 Appeals. Any person seeking permission to remove a landmark tree must pay all costs related
11 to the permit process and public hearings. Pending adoption of criteria for removal of
12 landmark trees, the Department shall rely on the general criteria set forth in Section
13 810(f)(4)(A)–(F).

14 (3) Removal on City-owned Property; Special Approval Required. Removal of a
15 landmark tree(s) on City property under the jurisdiction of any City agency, commission, or
16 department shall be subject to the criteria, rules, and procedures adopted by the Board of
17 Supervisors pursuant to Section 810(f)(1), above, including the process for public notice and a
18 hearing prior to removal of the tree. After following said criteria, rules, and procedures, the
19 subject City agency, commission, or department shall make its decision on removal of a
20 landmark tree(s). Such decision is final and nonappealable. Pending the Board of
21 Supervisor's adoption of the criteria, rules, and procedures pursuant to Section 810(f)(1), the
22 agency, commission, or department shall follow the general criteria of Subsection (f)(4)(A)–(F)
23 and similar rules and procedures for removal of street trees as set forth in Section 806(c) and
24 for removal of hazard trees as set forth in this Section 806(a)(4). This Subsection shall not
25

1 supercede the Charter jurisdiction that has been granted to any City agency, commission, or
2 department.

3 (4) Required Findings. As part of any determination that authorizes removal of any
4 landmark tree, the City entity making such determination shall, in addition to the adopted
5 removal criteria, consider and make written findings on each of the following factors related to
6 the tree:

7 (A) Size, age, and species;

8 (B) Visual characteristics, including the tree's form and whether it is a
9 prominent landscape feature;

10 (C) Cultural or historic characteristics, including whether the tree has significant
11 ethnic appreciation or historical association or whether the tree was part of a historic planting
12 program that defines neighborhood character;

13 (D) Ecological characteristics, including whether the tree provides important
14 wildlife habitat, is part of a group of interdependent trees, provides erosion control, or acts as
15 a wind or sound barrier;

16 (E) Locational characteristics, including whether the tree is in a high traffic area
17 or low tree density area, provides shade or other benefits to multiple properties, and is visually
18 accessible from the public right-of-way; and

19 (F) One or more criteria that qualify the tree as a hazard tree pursuant to
20 Section 802(o).

21 (5) Emergency Removal on Private Property. In the case of manifest danger and
22 immediate necessity, as determined by the Director, the Director may remove or require the
23 responsible owner(s) to remove a landmark tree immediately. After such emergency removal,
24 the Director shall provide written notice of the necessity for such action to the Board of
25

Supervisors and the Urban Forestry Council and shall also provide such notice to all interested San Francisco organizations and, to the extent practical, to the owners and occupants of properties that are on or across from the block face where the affected tree was removed. If the Department incurs any costs related to an emergency removal, said costs, including labor, equipment, materials, inspection services, and administrative costs, shall be an obligation owing by the responsible owner(s) to the City. Removal of a landmark tree pursuant to this Subsection is not subject to Section 810(f)(4) above.

(f) Emergency Removal on City-owned Property. In the case of manifest danger and immediate necessity, as determined by the director or general manager of the subject agency, commission, or department, the subject agency, commission, or department may remove a landmark tree within its jurisdiction immediately. After such emergency removal, the subject agency, department, or commission shall provide written notice of the necessity of such action to the Board of Supervisors, Urban Forestry Council and Department of Public Works and shall also provide such notice to all interested San Francisco organization and, to the extent practical, the owners and occupants of properties that are on or across from the block face where the affected tree was removed. Removal of a landmark tree pursuant to this Subsection is not subject to Section 810(f)(4) above.

(g) If a landmark tree(s) has been designated as part of a local historic district or landmark under Article 10 of the Planning Code, removal of such tree shall be subject to the procedures set forth in the Planning Code Article 10 in addition to the requirements of Subsection 810(f) above. In the case of a conflict between Section 810(f) and the Article 10 designation, the more restrictive provisions shall apply.

APPROVED AS TO FORM:

1 DENNIS J. HERRERA, City Attorney

2 By:

3 John D. Malamut
4 Deputy City Attorney
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Item #6

Original

San Francisco Urban Forestry Council Criteria for Landmark Tree Evaluation

Pursuant to Ordinance 0017-06 and Public Works Code Section 810, the Urban Forestry Council has developed these criteria for evaluating potential landmark trees in San Francisco.

When evaluating or considering potential landmark trees, please consider the context of the tree within its site location. For example, a tree on PUC land may not have the same community importance that a street or park tree would.

Rare: Unusual species in San Francisco. Also consider rarity in California, North America, world.

Size: Notable size compared to other trees of the same species.

Age: Significantly advanced age (known or estimated).

Historical association: Related to a historic or cultural building, site, street, person, event, etc.

Ethnic appreciation: Particular value to certain ethnic groups in neighborhood or city.

Neighborhood appreciation: Multiple indicators such as letters of support, petition, outdoor gatherings, celebrations adjacent or related to tree, etc.

Planting defines neighborhood character: Contributes to neighborhood aesthetic.

Profiled in a publication or other media: Tree has received print, internet, video media coverage.

High traffic area: High visibility, possible traffic calming effect.

Low tree density: Tree exists in a neighborhood with very few trees.

Extends between multiple properties: High visibility, multiple neighbors share tree.

Accessible from public right-of-way: High visibility.

Important wildlife habitat: Wildlife shelter and/or food (observed or potential).

Interdependent group of trees: This tree forms a supercanopy and removing it may have an adverse impact on adjacent trees.

Erosion control: Tree prevents soil erosion.

Wind or sound barrier: Tree reduces wind speed or mitigates undesirable noise

Prominent landscape feature: A striking and outstanding natural feature.

Character defining form: Tree is an example of good form for its particular species.

Tree condition: Consider overall tree health and structure, and whether or not tree poses a hazard.

URBAN FORESTRY COUNCIL

CRITERIA FOR LANDMARK TREE EVALUATION (DRAFT)

Pursuant to Ordinance 0017-06 and Public Works Code Section 810, the UFC has developed these criteria for evaluating potential landmark trees in San Francisco. When evaluating or considering potential landmark trees, please consider the context of the tree within its site location. For example, a tree on PUC land may not have the same community importance that a street or park tree would. Use comment sections, as appropriate, to explain or support evaluation. Attach sheets if more space is needed.

Rarity: Unusual species in San Francisco. Also consider rarity in San Francisco (region or ecological zone).

Size: Notable size compared to other trees of the same species.

Age: Significantly advanced in age for this species.

Historical Association: Related to a historic building, site, street, person, event, etc.

Cultural appreciation: Particular value to certain cultural, ethnic or religious group in the city.

Neighborhood appreciation: Multiple neighbors appreciate tree as shown by indicators such as letters of support, petition, outdoor gatherings, celebrations adjacent or related to tree, etc.

Tree ? neighborhood character: Tree contributes significantly to neighborhood aesthetic.

Prominent landscape feature: A striking, and outstanding natural feature.

Profiled in a publication or other media: Tree has received print, internet, video media coverage.

Traffic calming value: Tree is located in an area that has a high volume of vehicular, pedestrian or bike traffic and has a potential traffic calming effect.

Low tree density: Tree exists in a neighborhood with very few trees.

Visible or Accessible from public right-of-way: High visibility and/or access from public property.

Important wildlife habitat: This type of tree has a known relationship with a particular wildlife species or it provides food, shelter, or nesting to specific known wildlife individuals.

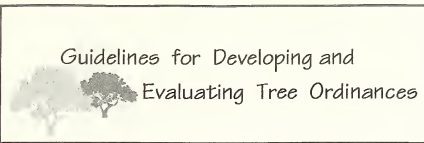
Interdependent group of trees: This tree is an integral member of a group of trees, and removing it may have an adverse impact on adjacent trees.

Erosion control: Tree prevents soil erosion

Wind or sound barrier: Tree reduces wind speed or mitigates undesirable noise

Character-defining form: Tree is an example of good form for its particular species.

Tree condition: Consider overall tree health and structure, and whether or not tree poses a hazard

[Return to Provision 31](#)

Defining special trees: heritage, historic, and landmark trees

As noted in our discussion of provision 31, individual trees may be considered important community resources because of unique or noteworthy characteristics or values. Such trees have been described in ordinances as heritage, historic, landmark, legacy, special interest, significant, or specimen trees or various permutations of these terms (e.g., heritage oak, exceptional specimen tree). In some ordinances, trees are simply labeled protected trees (i.e., trees afforded protection by the ordinance). Regardless of the term used, the concept is the same: trees with certain characteristics are singled out for special consideration in the ordinance. Most commonly, one or more of the following criteria are used to define a special status tree:

Size - Some component of tree size, most frequently trunk diameter, may be used to define a special status tree. Most commonly, a given diameter at 4.5 ft above grade (i.e., diameter at breast height or DBH) is used as the size standard. Additional rules are typically needed to handle trees that are multi-trunked or branch below 4.5 ft. Because the relationships between DBH and canopy spread or DBH and tree age vary by species, different tree diameter standards may be applied to different species.

Although a tree diameter standard is fairly objective, the threshold diameter is often set more or less arbitrarily. As such, management decisions based solely on a threshold diameter may not be particularly logical. For example, if the threshold diameter for protecting a tree is 24 inches DBH, a tree with a diameter of 23.9 inches would be ignored, even though it might have a greater canopy spread than a tree with a larger DBH. Furthermore, the measurement of DBH with standard equipment such as diameter tapes or calipers is subject to errors related to trunk or bark irregularities and minor shifts in the location of the measuring device. A tree with a DBH measured as 24.2 inches by one observer could be measured at 23.5 inches by another observer. These problems are minimized when small threshold diameters (e.g., 3 inches) are used.

Other components of tree size, such as maximum canopy spread or height, may also be considered independently or in conjunction with tree diameter. The National Register of Big Trees, maintained by American Forests, uses a point system to rate tree size. Points for each tree are calculated by summing trunk circumference (at 4.5 ft) in inches, tree height in feet, and one-quarter of the average crown spread in feet. This system is used to determine "champion" trees for each species. Some ordinances expressly confer special tree status on state or national champion trees. More local "champion" trees could be defined using the same methods.

Species - Special status may be conferred only to certain species of trees. Special status trees are often, but not always, important locally native species or trees that are associated with the character of a community. Certain species that are relatively rare in an area, whether native or not, may also be granted special status. In some cases, species is used to specifically exempt certain trees from special status regardless of size. For instance, weedy trees such as tree-of-heaven (*Ailanthus altissima*) or trees used for commercial purposes (e.g., fruit trees, plantation lumber or pulp trees) may be excluded from

consideration as special status trees. Unless interspecific hybrids are present in an area or the taxonomy of a species changes, species is probably the most objective criterion used in defining special status trees.

Age - Especially old trees are a link to the past, so many definitions of special status trees include age as a criterion. In practice, tree age is fairly difficult to determine in standing trees unless documentation of tree age exists from historical accounts, photographs, or associations with historical structures. Tree age is sometimes inferred from tree size, especially DBH. However, the relationship between age and DBH varies with species, site quality, management history, and other factors, so DBH is usually only a crude estimator of tree age. Determining age by increment boring is theoretically possible, but is potentially damaging to the tree and is fraught with difficulties if trees are large, have very hard wood, or are decayed in the center.

Historic significance - A tree may be associated with a notable local or regional historical event, person, structure, or landscape. Almost every tree that has been around for a while has some historical significance, whether it is recognized or not. Determining whether the historical significance of a given tree is sufficiently notable is therefore a subjective matter. Historic tree status is typically granted by a governing (e.g., city council) or advisory body (e.g., tree commission). Some ordinances automatically confer historic status on trees designated as historical landmarks by certain other organizations (e.g., historical societies). In addition, ordinances may assign special status to trees dedicated or planted as public memorials.

Ecological value - All trees serve a variety of ecological functions. Certain trees or groups of trees may have especially high ecological value because of their location, size, species, and/or condition. For example, a given tree may be an important roost, nesting site, or food source for certain wildlife species; it may be situated in a site where it plays a critical role in stabilizing soil or providing shade needed by other plant or animal species; it may be an important genetic resource for a local tree population or the species as a whole. Input from trained biologists and ecologists may be necessary to document particular ecological values that may not be obvious to the general public.

Aesthetics - Since beauty is in the eye of the beholder, assigning special status on the basis of aesthetics is always highly subjective. A tree may have special aesthetic value due to its form, whether it is especially perfect and symmetrical or notably craggy and idiosyncratic. Also, the function that a tree serves in a landscape may be sufficient to justify special status; for example, a landmark pair of trees that frame an entrance. In the absence of other noteworthy characteristics, it may be contentious to base special status upon aesthetics alone.

Location - Trees in particular locations may be accorded special status in recognition of the important aesthetic or ecological functions that they serve. Proximity to a thoroughfare can be used to classify a tree as a street tree, which may be accorded special status whether or not it is in the public right-of-way or is under public or private care. Trees located along or within a set distance from watercourses may also be given special status due to their importance in stabilizing streambanks or providing shaded riverine habitat. In some cases, the location of a tree is considered in conjunction with size or species parameters.

Required plantings and retained trees - If trees have been preserved or planted as a requirement of development, the community has a vested interest to ensure that the trees are protected. The purpose of planting and tree retention is to develop mature tree canopy, and this cannot occur if the subject trees are eliminated, ruined by topping or other poor maintenance practices, or replaced frequently with young trees. By explicitly providing special status to such trees in the ordinance, a jurisdiction may be able to provide a higher level of regulatory protection to such trees and increase the penalties associated with

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unauthorized damage to or removal of the tree.

Other unique characteristics - This grab-bag term may be added to the list of criteria used to designate special status trees because it is difficult to anticipate all possible situations of significance. For example, a given tree may become a local or regional cultural icon due to an event or apparition that is associated with it. This criterion will again be subjective and typically may be invoked through the approval of a governing body.

Because each criterion above has clear limitations and difficulties, most definitions include a combination of criteria. The following definition include examples of many of the criteria discussed above.

Protected tree includes all of the following:

(1) Private protected tree means any tree with a DBH of six inches or more located on any lot within twenty feet of a street right-of-way (including an approved private street or other access easement) or a tree with a DBH of eight inches or more located within ten feet of any other property line, or a tree with a DBH of twelve inches or more located elsewhere on the lot.

(2) Public protected tree means any tree located on lands owned by the city, or other governmental agencies or authorities, or any land upon which easements are imposed for the benefit of the city, or other governmental agencies or authorities, or upon which other ownership control may be exerted by the city, or other governmental agencies or authorities, including rights-of-way, parks, public areas and easements for drainage, sewer, water and other public utilities, with:

(i) A DBH of six inches or more located within a city or other governmental right-of-way, or

(ii) A DBH of six inches or more and located on any lot within twenty feet of a street right-of-way, or

(iii) A DBH of eight inches or more located on any lot within ten feet of any other property line, or

(iv) A DBH of twelve inches or more located elsewhere on the lot.

(3) Exceptional specimen tree means any tree which is determined by the City Council to be of unique and intrinsic value to the general public because of its size, age, historic association or ecological value or any tree designated a Florida State Champion, United States Champion or World Champion by the American Forestry Association. The Chief shall keep a record of all specimen trees so designated and their location.

[Jacksonville, FL: Ordinance code Title XVII, Section 656.1203bb]

As noted in provision 31, special tree status is best targeted at individual trees, typically in areas that do not have natural stands of trees. When stands of trees or patches of forest or woodland are the topic of concern, the approach described in provision 32 (forest and woodland conservation) may be more

appropriate.

[Return to Provision 31](#) | [Tree ordinance web site map](#)

[ISA home page](#) | [Submit comments or suggestions](#)

Overview of other tree preservation programs for Landmark Tree Committee Meeting

Other cities tend to have two types of Landmark/Heritage/Historic tree programs:

1. All tree of a certain type, size or size and type combined, are landmarked automatically
2. Similar to ours, set of criteria and each tree is judged on an individual basis. Sometimes this is a public process, like ours, sometimes it a process internal to whatever department or agency administers.

Milpitas asks for physical description and historical association.

Vancouver asks if the tree is distinctive in size, species, location, beauty, historic association, function.

Singapore has an online form and asks for a "brief description" including species, size and age. They have another box where a person can add "other reasons for nomination/other comments."

Mountain View is by size as well as three species, which they list by genus only. Quercus, Sequoia, Cedrus.

Palo Alto protects Coast Live and Valley Oaks of certain size.

Utah (state program) asks for size and historic association.

Whangarei, New Zealand asks for similar information to our program: form, rarity, health, physical and ecological contribution provided by the tree, age, size, public accessibility, group interdependency, the role it plays in the setting in which it grows, climactic influences, a landscape feature, historic association, if it has significant scientific or botanical context.

Atherton designates trees in preservation areas, Quercus lobata (Valley), agrifolia (Coast Live), douglasii (Blue). They designate some trees as trees which will not be considered and they don't really give a list of what qualifies, though they do say that these trees are important because they are essential to health, welfare and quality of life of the citizens of Atherton and that they: are beautiful, provide ecological benefits, prevent erosion, protect against flood and landslides, reduce pollution, absorb noise, climate control, reduce wind.

Tennessee (state program) has Landmark and Historic trees. Landmark trees must either be an establish and recognized community feature that's more than 50 years old OR planted as a memorial for an individual, group, event, or cause and be more than 50 years old. Historic trees must have been a "direct witness" to some important event.

Lake Oswego, Oregon indicates that a tree is a Heritage tree if it is special because of its size or age and that it must be healthy.

Stockton, three oak species are automatically landmarked if they reach a certain size.

Lake Forest Park, Washington asks for outstanding age, size or specimen, rarity, historical association interdependency, wildlife habitat.

Jacksonville, Florida designates trees of certain sizes combined with proximity to public rights of way or property lines, and trees deemed "exceptional" by the City Council due to it's age, size, historical or ecological value. Also trees deemed "Champion" by the American Forestry Association.

City of Milpitas

HERITAGE TREE PROGRAM NOMINATION FORM



The City of Milpitas Heritage Tree Program is established in accordance with the provisions of the City of Milpitas Municipal Code, Chapter 2 – Tree and Planting, Section X-2-4, Permits Required, to help increase public awareness of the important contribution of trees to the residents of Milpitas. The goals of the program are to recognize and designate individual trees or groves of trees to promote appreciation of the trees and their benefit to the community, and to nurture and protect the trees as part of the city's heritage. Please submit the completed form to the following address:

City of Milpitas
Public Works Department
1265 North Milpitas Blvd.
Milpitas, CA 95035
ATTN: Heritage Tree Nomination

1. TREE NOMINATOR:

Name _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____

Email address _____

2. TREE OWNER:

Name _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____

Email address _____

City of Milpitas

HERITAGE TREE PROGRAM NOMINATION FORM



3. Does the present owner support the nomination of this tree? If so, please submit a letter of support from the owner. If not, please explain in the space below.

4. NAME OF TREE(S)

Botanical Name: _____

Common Name: _____

5. LOCATION OF THE TREE(S)

The Tree is located on _____ Private Property or on _____ Public Property
(check one)

Address of property where the tree is located _____

Attach a site map indicating the tree's precise location.

6. PHYSICAL DESCRIPTION

Age _____ Date Planted _____

Diameter at breast height _____ Canopy Spread _____

Health and Condition _____

City of Milpitas

HERITAGE TREE PROGRAM NOMINATION FORM



7. HISTORY AND SIGNIFICANCE OF TREE(S)

Provide a brief account of the history of the tree or group of trees. Include all the important dates, people, events, legends and/or activities associated with the tree(s). Please list who planted the tree and when (if known), followed by all owners, in chronological order, with dates of ownership (if known). Explain the historical significance of the tree(s) to the community. List any other entities (organizations or agencies) that have recognized this tree as historic. Describe any local recognition status given to the tree(s).

8. SUPPORTING DOCUMENTATION

Please attach photographs of the tree(s) and the surrounding area, including copies of any available historic photos. Please include close-up shots of the tree as well as photos giving an idea of the tree's relation to its surroundings. All photos should be identified and dated, and will not be returned. Also, please include any documentation of protective measures (if applicable).

Vancouver Municipal Code

~~Return to Chapter 20.770 TREE CONSERVATION~~

Section 20.770.120 Heritage Trees.

A. Heritage tree inventory.

1. The city shall develop a Heritage Tree Inventory that shall satisfy the criteria of this section. The initial inventory shall be the responsibility of the Urban Forestry Commission as established under VMC 12.02 and shall be updated annually by the Commission. The City Council, Planning Commission, Urban Forestry Commission, neighborhood association, property owner, or any person may recommend to the city that a tree be designated a heritage tree.
2. The heritage tree designation may be applied to a tree or grove of trees.
3. The Urban Forestry Commission shall process additions or changes to the inventory by means of a Type III process as set forth in Section 20.210.060 VMC. In addition to other required notice, the city shall notify each property owner by certified or registered mail when a tree on the owner's property has been proposed for designation to the Heritage Tree Inventory. The notice and a response form shall be mailed at least 30 calendar days prior to the public hearing. If the owner of the property objects to such designation in writing to the Urban Forestry Commission prior to the public hearing or at the public hearing, the designation procedure shall not proceed.
4. After the commission completes its hearing, it shall add the designated tree(s) to the Heritage Tree Inventory if it meets the criteria found in this subsection B below. Decisions of the Urban Forestry Commission may be appealed by any aggrieved party as set forth in 20.210.130 VMC.

B. Criteria. For any individual tree or grove of trees to be listed as a heritage tree(s), it must be in an apparently healthy growing condition and one or more of the following exist:

1. The tree has a dbh of 36 inches or greater;
2. The tree is included in the City of Vancouver Heritage Tree Inventory as established by the Urban Forestry Commission based on one or more of the following criteria:
 - a. The tree has a distinctive size, shape, or location, or is of a distinctive species or age which warrants a Heritage Tree status; or
 - b. The tree possesses exceptional beauty which warrants a Heritage Tree status; or
 - c. The tree is distinctive due to a functional or aesthetic relationship to a natural resource, such as trees located along stream banks or trees located along ridge lines; or
 - d. The tree has a documented association with a historical figure, property, or significant historical event.
3. A grove may be considered for Heritage Grove Status if it is apparently in a healthy growing condition and one or more of the following criteria:
 - a. The grove is relatively mature and is of a rare or unusual nature containing trees that are distinctive either due to size, shape, species or age; or
 - b. The grove is distinctive due to a functional or aesthetic relationship to a natural resource, such as trees located along stream banks, or trees located along ridge lines; or
 - c. The grove has documented association with a historical figure, property, or significant historical event.

C. Heritage trees development review.

1. When development is proposed for property which contains a heritage tree, and the planning official determines that the proposed development may affect a heritage tree, the property owner must have a tree preservation plan prepared by a qualified arborist demonstrating how the heritage tree will be protected and preserved. A heritage tree shall be preserved unless the Urban Forestry Commission determines that the tree may be removed based on the criteria for heritage tree removal found in Subsection (D)(1) below.

2. A tree preservation plan shall be composed of the following:

a. A site plan indicating the location of heritage trees.

b. The methods to be used to preserve the heritage trees.

c. If a heritage tree is proposed for removal, a narrative statement outlining the reasons why the heritage tree should be removed from the inventory.

d. A mitigation plan indicating the replacement trees or additional new trees to be placed on the site. The mitigation plan should demonstrate, to the extent possible, that the character of the site will not substantially change as the result of development.

3. Site design adjustments may be allowed in some cases, as follows:

a. The planning official may grant a variance to front, side, and/or rear yard setback standards by up to 20% to retain a heritage tree(s). The adjustment shall be the minimum necessary to accomplish preservation of trees on site and shall not conflict with the City Adopted Building Code or other adopted ordinances or conditions placed on the property.

b. The planning official may grant a 10% variance to the lot size and/or a ten percent variance to the lot width and/or lot depth standards in approving a short plat or other land division if necessary to retain heritage trees. The planning official may accept a preliminary plat application and recommend approval to the hearing body of a plat that

provides for similar variance to lot size, width and depth standards if necessary to retain heritage trees.

D. Removal of a heritage tree.

1. Except for the provisions in Section 20.770.030 VMC, no person may cut or remove a heritage tree without obtaining approval from the Urban Forestry Commission. The tree removal permit shall be approved if one of the criteria is satisfied:

a. Retention of the tree would make reasonable use of the property allowed under the current zoning impractical or impossible in that the development would not be allowed to meet the maximum density allowed by the applicable zoning.

b. The removal is necessary to accommodate a new improvement, structure or remodeled structure, and no alternative exists for relocation of the improvement on the site, or that variances to setback provisions of this Title will not allow the tree to be saved or will cause other undesirable circumstances on the site or adjacent properties.

c. The tree is hazardous, diseased or storm damaged and poses a threat to the health, safety or welfare of the public.

d. The tree has lost its importance as a heritage tree due to damage from natural or accidental causes, or is no longer of historic or natural significance.

e. The tree needs to be removed to accomplish a public purpose and no practical alternative exists.

2. The limb structure, or crown, of a heritage tree may be pruned in any one-year period without obtaining approval from the Urban Forestry Commission, provided that at least 80% of the existing tree crown remains undisturbed.

3. Any person who wishes to prune a heritage tree in excess of 20% of the existing crown shall obtain approval from the Urban Forestry Commission subject to the following conditions:

- a. The protected tree shall be pruned following acceptable arboricultural standards.
- b. The tree shall be pruned in a manner that ensures safety to public and private property and shall be done by a qualified arborist.
- c. Any other conditions necessary to ensure compliance with the requirements of the community development plan.

Singapore

Nominate A Heritage Tree

About the Heritage Trees Scheme in Singapore

The Heritage Trees Scheme serves to identify, recognise and conserve majestic individual trees in our landscape. Only trees endorsed by the Heritage Trees Panel would be accepted as Heritage Trees. The criteria for endorsement of a Heritage tree include a girth size of 5m, rarity of species, aesthetic, historical significance, cultural reason, social and educational value.

It may take you about five to ten minutes to fill in this form. Any sketches, plans or photos of the tree you wish to nominate will help to expediate your nomination process.

Personal Information (* indicates compulsory fields)

| | | | |
|-------------------------|--|-----------------------------|-----------------------------|
| Name* | <input type="text"/> | | |
| Contact * | <input type="text"/> Home | <input type="text"/> Office | <input type="text"/> Mobile |
| Email Address * | <input type="text"/> | | |
| Fax | <input type="text"/> | | |
| Address * | <input type="text"/> | | |
| Do you own the tree ? * | <input type="radio"/> Yes <input type="radio"/> No | | |

Information of Nominated Tree

Brief description of tree: (species, girth size, height, age, if known)*

Girth size refers to the trunk circumference of the tree, measured at a height of 1 m from ground.

Location of tree *

If there are sketches, plans or photos you wish to send us, please click here to send a direct email attachment of your document(s).

Other reasons for nomination/Other comments

Submit

Clear All

If you prefer mail or fax option, please print this page and have your entries mailed/faxed to :

Secretariat

Heritage Trees Panel

c/o National Parks Board

Parks Management (or should change to Operations Department?)

Headquarters (Raffles Building)

Singapore Botanic Gardens

1 Cluny Road, Singapore 259569

Fax: 65 (6762 1383)

Mountain View, CA

How do I know if I have a Heritage tree?

Mountain View's City Code defines a "Heritage Tree" as any tree that has a trunk with a circumference of forty-eight inches (48") or more measured at fifty-four inches (54") above natural grade. Three species, quercus (oak), sequoia (redwood) or cedrus (cedar) are considered "Heritage" if they have a circumference of twelve inches (12") measured at fifty-four inches (54") above natural grade.

What responsibility do I have if there is a Heritage tree on my property?

Mountain View's ordinance states that if you own or control real property in the City, you are responsible for maintaining and preserving all Heritage trees in a state of good health. It is against the City ordinance to willfully injure, damage, destroy, move or remove a Heritage tree unless granted a removal permit by the City.

How do I obtain a removal application for a Heritage Tree?

You can obtain an "Application for Heritage Tree Removal Permit" by doing one of the following steps:

- Contact the Forestry Division (650) 903-6273
- Send an email at [parks@mountainview.gov](mailto: parks@mountainview.gov) (the form is available as a PDF).
- Download and print [Heritage Tree Application](#)

There are no fees associated with the permit process.

What information is required on the application?

A completed application will provide staff with contact information as well as the number, species, size and exact location of the tree(s) involved. You'll also need to provide a brief statement on the application of the reason(s) for the requested action.

What happens after I submit an application?

Staff will review the application, make a site visit to evaluate the tree(s) and make a decision on the application. Typically, notice of the decision will be posted on the tree for a ten (10) day period and mailed to the property owner. If there are no appeals to the decision, the removal permit will be issued by the City.

What is the appeal process?

Any person aggrieved or affected by a decision to remove or deny removal of a Heritage tree may appeal the decision during the ten (10) day posting period. A letter stating the reason(s) for the appeal must be submitted to the City Clerk's Office. There is a Fifteen Dollar (\$15) fee for filing an appeal. An appeal automatically stops any action on the tree until the Urban Forestry Board hears the appeal at a public meeting. The Board's decision on an appeal is final.

What happens once a removal permit has been issued?

A Heritage Tree Removal Permit is valid for up to two (2) years from date of issue. After the tree(s) is removed, the owner is typically required to plant a new 24-inch box tree(s) or pay an in-lieu fee of two hundred fifty dollars (\$250) to the City of Mountain View for each tree removed. These funds are used to plant new trees in City parks, medians and public areas. The property owner may choose the replacement species and planting location for the new tree(s).

What if I have additional questions?

If you would like more information about Mountain View's [Heritage Tree Ordinance](#) (Chapter 32 Article II) or have questions about street trees, you can contact the Forestry Division at (650) 903-6273 or by e-mail at [parks@mountainview.gov](mailto: parks@mountainview.gov)

PALO ALTO, CA

HERITAGE TREE ORDINANCE

Canopy's Summary of Palo Alto Ordinance No. 4362

The following summary is intended to merely outline the main points of the ordinance. It is not legal advice, nor has the wording of this summary been reviewed by City staff. If you think you may be affected by the ordinance, you should read the official wording in its entirety. You may request a copy from the City Clerk's office. The full text is also available here.

What Trees are Protected?

- All Coast Live Oaks (*Quercus agrifolia*) 11.5" or greater in diameter (measured at 54" above the natural grade level -- roughly "chest height")
- All Valley Oaks (*Quercus lobata*) 11.5" or greater in diameter
- Individual trees of any size and species which are specially designated by the City Council as "Heritage Trees." To receive such a designation, a tree must be an outstanding specimen, especially old or large, or of distinctive form, location, or historical significance. The Council may be asked to reverse its designation of a Heritage Tree.

What Does "Protected" Mean?

The following actions are illegal:

- Removing a protected tree
- Damaging a protected tree, for example, by excessive pruning or overwatering

Details are described in the Tree Technical Manual.

What is the Tree Technical Manual?

The City of Palo Alto's Tree Technical Manual provides details about how protected trees must be maintained and cared for during building and construction. It specifies particular practices for builders and owners of protected trees. The manual is, in essence, a detailed extension of the ordinance.

What are the Exceptions for Removal?

- A protected tree can be removed if it is dead, dangerous, or a nuisance, as attested by an arborist's report, submitted to the City and paid for by the tree owner.
- A protected tree in or very close to the "building area" of an approved single family residence design can be replaced by another tree.
- A protected tree can be removed if its presence reduces the building area of the lot by more than 25%.

How does the Ordinance Affect Building Permit Applications?

Building plans must show protected trees on the property and within 30 feet of it in neighboring yards.

What are the Penalties for Violations?

- The City can halt a construction project.
- The City can fine up to \$5000 or the replacement value of a removed protected tree, whichever is greater.

written by Bill Courington and edited by Debbie Mytels



Mail completed form and photographs to:
Meridith Perkins, Urban Forestry Coordinator
Utah Division of Forestry, Fire & State Lands
P.O. Box 145703
Salt Lake City, UT 84114-5703
Questions to Meridith Perkins at (801) 538-5505 or MeridithPerkins@utah.gov

UTAH HERITAGE TREE NOMINATION FORM

Name of Person Submitting Nomination _____

Address _____
Street City State ZIP

Daytime Phone _____ Email _____

TREE SPECIES

I am nominating (check one): ☐ Individual Tree ☐ Group of Trees

Common Name of Tree(s) _____

Latin Name (if known) _____

MEASUREMENTS

Estimate height in feet and diameter at breast height (circumference at 4.5')

Estimated Height: _____ feet Diameter at breast height (DBH): _____

LOCATION OF TREE(S)

Please be specific; use legal description, street address, or other description

TREE OWNER

Name of Tree Owner _____

Street City State ZIP Phone Number

HISTORICAL SIGNIFICANCE

Please describe in detail why this tree is famous or unique

14 Heritage Trees

14.1 Significant Issues

The damage and destruction of heritage trees can significantly affect the heritage, cultural, amenity and natural values of an area.

14.2 Overview

Trees serve as reminders of past generations and their achievements, and provide a sense of continuity and identity for the community. As such, they are a significant component of the heritage and amenity values of the District. This is particularly so in urban areas that are faced with continuous demand for intensive land development.

The heritage, amenity and natural values associated with these trees makes many of them deserving of protection. The majority of these significant trees are located on private land. Several are located in roads and parks which are publicly owned. An important factor in maintaining the unique heritage character of the District is the continued and healthy existence of trees of heritage value.

Trees, whether individually or collectively, can have a number of positive effects on the environment. These include:

- A heritage and natural environmental legacy we will leave for future generations;
- A pleasant outlook for a site and the surrounding area, whether it be in a residential, commercial or industrial location, by softening, complementing and in some instances contrasting with the built environment;
- A safe habitat for birds, insects and other wildlife;
- Shelter from the elements for humans, wildlife and other vulnerable elements of the environment;
- Avoidance or mitigation of the effects of natural hazards, such as landslips and erosion;
- Atmospheric processes by recycling moisture, absorbing carbon dioxide and giving off oxygen, and by settling and gathering airborne dust.

14.3 Objectives

The protection and enhancement of trees that make a significant contribution to heritage values.

Explanation and Reasons: Trees that possess heritage values contribute to the identity of the District and to the well-being of the people who reside here. Development and other activities need to avoid adversely affecting these trees and the values associated with them.

14.4 Policies

14.4.1 Identification

To identify trees of heritage value to the community in the Plan. Consideration is given to the criteria set out in Schedule 14A to determine whether trees are worthy of protection:

Explanation and Reasons: This policy reflects the need to identify and protect trees within the District that possess heritage value to the community. Identifying individual trees or stands of trees that are significant by listing them in an appendix and identifying them on the Planning Maps, will result in greater public awareness of the importance of the trees. Such identification will also provide increased opportunities for management and protection of the heritage trees. It will allow for voluntary management by landowners and enforceable rules regulating activities involving listed Heritage Trees. Trees of significance to tangata whenua will be identified in Iwi/Hapu Environment Management Plans.

14.4.2 Destruction

To ensure that no subdivision, use or development should result in destruction of, or adverse effects on, Heritage Trees, in particular adverse effects on:

- The long term life of the tree;
- The heritage and amenity values of the tree.

Explanation and Reasons: Heritage Trees are an important heritage resource in the District, and as such their destruction, or modification in any way, is not considered to be desirable. Work undertaken on, or in the vicinity of, the trees should not endanger the trees or endanger people's health and safety. Development in the vicinity of a heritage tree can detract from its character. Therefore, development in the vicinity of a heritage tree can detract from its character. Therefore, development needs to be undertaken with care and sensitivity.

14.4.3 Trees of Significance to Tangata Whenua

To ensure that subdivision, use or development does not adversely affect the cultural values of trees of significance to tangata whenua.

Explanation and Reasons: Certain trees have Maori cultural value and can be tapu. Certain trees were set aside for specific cultural purposes and some of these are still standing today.

14.4.4 Cross Boundary Effects

To administer the heritage tree protection provisions in a manner which recognises that works may be required at times to avoid significant loss of daylight to adjoining properties, and/or damage through falling branches and root growth; provided that the amenity value and health of the tree is not compromised.

Explanation and Reasons: This policy seeks to ensure that cross-boundary effects as set out in the Property Law Amendment Act 1975 are duly recognised in administration of the heritage tree protection provisions.



14.5 Methods

14.5.1 Regulatory Methods

- Identification of Heritage Trees on the Planning Maps (Policy 14.4.1).
- Resource Area rules relating to trimming and removal of Heritage Trees and activities near Heritage Trees (Policy 14.4.2).
- Resource consent conditions (Policy 14.4.2).
- Heritage Orders (Policy 14.4.2).

14.5.2 Other Plans and Legislation

- Identification of trees of significance to tangata whenua in Iwi/Hapu Environmental Management Plans (Policy 14.4.3).

14.5.3 Information, Education and Advocacy

- Liaison with other organisations involved in resource management, for example: Transit New Zealand, the New Zealand Historic Places Trust (Policy 14.4.1).
- Liaison with iwi authorities and tangata whenua (Policy 14.4.3).
- Educate and inform owners and the public about the trees (Policy 14.4.1).
- Promote voluntary protection of Heritage Trees through the use of protective covenants under the Historic Places Act 1993 (Policy 14.4.1).
- Provide guidelines on trimming and care of Heritage Trees (Policy 14.4.4).

14.6 Anticipated Environmental Results

The following results are expected to be achieved by the foregoing Objectives, Policies and Methods. The means of monitoring whether the Plan achieves the expected outcomes are set out in the Whangarei District Council Monitoring Strategy.

- The recognition and identification of heritage trees of significance to the District.
- The protection of heritage trees to a level appropriate to their significance to the District.
- Nearby land use and development that is cognisant of, and sympathetic to, recognised heritage trees.
- The recognition, identification and protection of heritage trees of significance to Maori.

Schedule 14A - Criteria for Heritage Tree Classification*

To provide a basis for regulatory measures to protect trees of heritage value, and to enhance public awareness of them. Selection and listing of trees of heritage value in this Plan has taken into account the following factors:

1. Form

The tree should have good form, be reliable in structure and a good example of the species.

2. Occurrence of the Species

How common or rare the tree is within the District, regional and national context.

3. Vitality

The assessment of the health of the tree.

4. Function

The physical and ecological functioning and contribution of the tree. This factor also includes recognition of the local adverse effects of the tree.

5. Age

The loss of a mature tree leaves a time lapse before another tree will fulfil similar functions and achieve the same values. This factor also recognises the tree's natural life expectancy.

6. Stature

The height and canopy spread of a tree can have a significant influence on its visual impact.

7. Visibility

The amenity value of the tree and its accessibility to the public.

8. Proximity of Other Trees

The singularity of a tree can be more important than a group of trees.

9. Role in Setting

The visual and spatial qualities surrounding the tree in its setting. Many trees are significant landmarks in the District.

10. Climatic Influence

The influence of a tree on the microclimate, e.g. shade, shelter and temperature control.

11. Feature

Trees of exceptional proportions, or tree forms of special interest.

12. Historic

The association of the tree with historic events, people and significant periods in the development of the District.

13. Scientific and Botanical

The significance of the tree in a scientific or botanical context, having particular regard to rarity, representativeness and endemism. This factor also recognises trees of unusual genetic or morphological form.

* A Standard Tree Evaluation Method (STEM), Ron Flook, 1996



Each of the factors is scored, and then a total score is calculated for each tree, in accordance with the Council's Standard Tree Evaluation Method.

Trees scoring 100 points or greater are listed as heritage Trees in Appendix 2 of this Plan.





Chapter 8.10 REMOVAL OF AND DAMAGE TO HERITAGE TREES

Sections:

- 8.10.010 Statement of findings.**
- 8.10.020 Definitions.**
- 8.10.030 Prohibitions and protections.**
- 8.10.040 Permit process.**
- 8.10.050 State tree care license.**
- 8.10.060 Violation—Penalties and remedies.**

8.10.010 Statement of findings.

The town finds and declares as follows:

- A. The town is endowed and forested by oaks, bay and other trees.
- B. The preservation of these trees is essential to the health, welfare and quality of life of the citizens of the town to:

1. Preserve the scenic beauty of the town and to ensure the privacy of its citizens;
2. Maintain ecological balance;
3. Prevent erosion of topsoil;
4. Protect against the hazards of floods and the risk of landslides;
5. Counteract air pollutants and oxygenate the air;
6. Absorb noise;
7. Maintain the climatic and microclimatic balance; and
8. Decrease high wind velocities. (Ord. 462 § 1(A), 1991; Ord. 444 § 1, 1989)

8.10.020 Definitions.

As used in this chapter:

- A. "Heritage tree" means either:

1. A tree, located in the tree preservation area, or a native oak tree (*Quercus lobata*, *Quercus agrifolia* or *Quercus douglasii*) located anywhere on a lot, which has a trunk circumference of forty-eight inches or more, when measured forty-eight inches above the natural grade;

2. A tree so designated by the city council, based upon findings that the particular tree is unique and of importance to the public due to its unusual age, appearance, location or other factors;

- 3. The trees listed below shall not be classified as heritage trees:

Acacia baileyana—Bailey Acacia

(*Mimosa*)

Acacia decurrens—Green Wattle

Acacia melanoxylon—Black Acacia

Ailanthus altissima—Tree of Heaven

B. "Tree preservation area" means the area outside the building area of the lot, as defined in Section 17.08.080 of this code.

C. "Damage to a heritage tree" means any action, in the judgment of the building official or town arborist, which will cause damage to its health including, by way of

example, but not limited to, excess pruning, topping, cutting, girdling, poisoning, over-watering, unauthorized relocation or transportation of a tree, or trenching, excavating, altering the grade, compaction or paving near the tree. (Ord. 533 § 1, 2002; Ord. 462 § 1(B), 1991; Ord. 444 § 2, 1989)

8.10.030 Prohibitions and protections.

A. No person shall remove a heritage tree unless a permit has first been issued in accordance with Section 8.10.040.

B. All heritage trees must be shown and designated on every plot map that may be required by the town in connection with any application for subdivision, variance, use permit, or building permit. In addition, a heritage tree protection and preservation plan may be required with each application. The heritage tree protection and preservation plan shall be prepared by a certified arborist to assess impacts to trees, recommend mitigation to reduce impacts to a less than significant level and identify construction guidelines to be followed through all phases of a construction project. Detailed standards and specifications for the implementation of a heritage tree protection and preservation plan can be found in the town's current tree preservation guidelines, standards and specifications.

C. It is unlawful for any person to damage or harm a heritage tree by any means whatever, including, without limitation, those actions defined in Section 8.10.020 (C).

D. The provisions of this chapter shall not be deemed to repeal or otherwise affect the provisions of Chapter 8.08 of this code, relating to dead or dangerous trees. (Ord. 547 § 1, 2004; Ord. 533 § 2, 2002; Ord. 522 § 1, 2001; Ord. 444 § 3, 1989)

8.10.040 Permit process.

A. The application for a heritage tree removal permit shall be filed with the building department on a prescribed form. The building department may require the applicant, at the applicant's expense, to furnish a written report from a licensed tree expert acceptable to the building department.

B. If the tree which is the subject of the application meets the requirements as set forth in this section based upon a review of the permit application and the inspection report, then the building department may grant the permit, conditionally grant the permit specifying mitigation requirements, deny the permit, allow a portion of the proposed work in the permit application to be done, or refer the application to the planning commission. The building department may attach reasonable conditions to ensure compliance with the intent and purpose of this chapter such as, but not limited to, requiring replacement of the tree or trees removed with plantings acceptable to the building department. Denial of the application may be appealed to the planning commission. In making the determination of which action to approve, including whether or not to refer the application to the planning commission, an authorized representative of the building department shall inspect the tree and make a determination based on the following criteria:

1. The probability of failure which is a function of tree and site conditions such as, but not limited to, structural defects, presence of disease, species history, age or remaining life span, and varying weather conditions. The probability of personal injury or significant property damage as a function of proximity to existing structures and objects of value and interference with utility services;

2. The number, species, size and location of existing trees in the area and the

effect of the requested removal upon shade, noise buffers, protection from wind damage, air pollution, historic value, scenic beauty, health, safety and general welfare of the area and town as a whole;

3. Good forestry practices such as, but not limited to, the number of healthy trees a given parcel of land will support.

C. If referred by staff, or a decision by staff is appealed by the applicant, the application shall be heard and considered at a public meeting of the planning commission. Each application for a heritage tree removal permit shall be accompanied by a fee in an amount as set by resolution of the city council sufficient to cover all costs of processing the permit. The application for a planning commission review shall contain the following:

1. A legal description and accurate map showing the location of the property for which the permit is sought and the location of the tree for which the permit is sought and all other heritage trees on the subject parcel;

2. The names and addresses of the applicant and record owner of the subject property, and of the record owners of each parcel contiguous to the subject property, and of each parcel across any street from the subject property any part of which is encompassed within the projected side lines of the subject parcel. The applicant shall furnish to the town a stamped plain No. 10 envelope addressed to each such owner;

3. A photograph of the subject tree or trees;

4. A statement of the reason for requested removal, the species of the subject tree, and the circumference at forty-eight inches above natural grade of the subject tree;

5. Such additional information as the building department may deem necessary.

D. The application shall be heard and considered at a public meeting of the planning commission. Notice of the meeting shall be mailed by the town at least ten days before the meeting to the owners of each property described in subsection (C) (2) of this section.

E. At the public meeting, the planning commission shall hear all evidence presented, and shall grant the heritage tree removal permit unless it finds that the removal of the subject tree would be contrary to the purpose and intent of the general plan of the town.

F. At the discretion of the planning commission, for each heritage tree permitted to be removed the permittee may be required to plant three trees of fifteen-gallon container size, or two trees of twenty-four-inch box container size, or one tree of fifteen-gallon container size and one tree of thirty-six-inch container size. Where native heritage oak trees are allowed to be removed from within

the buildable area, they shall each be replaced with one or more trees of forty-eight-inch container size of native oak species at a location approved by the planning commission. The planning commission may also attach other reasonable conditions to ensure compliance with the intent and purpose of this chapter.

G. The decision of the planning commission on any application for a heritage tree removal permit may be appealed to the city council in accordance with the procedures contained in Chapter 17.64 of this code.

H. It is strongly recommended that the trees listed below not be planted in the town of Atherton:

Acacia baileyana—Bailey Acacia

Acacia decurrens—Green Wattle

Acacia melanoxylon—Black Acacia

Ailanthus altissima—Tree of Heaven
Eucalyptus globulus—Blue Gum Eucalyptus
Pinus radiata—Monterey Pine

(Ord. 533 § 3, 2002; Ord. 522 § 2, 2001; Ord. 484 § 1(A)—(C), 1994; Ord. 462 § 1 (C)—(J), 1991; Ord. 444 § 4, 1989)

8.10.050 State tree care license.

Except for the property owner, no person shall perform any removal of any heritage tree for hire within the town of Atherton without a valid state tree care license as required by the state of California. (Ord. 484 § 1(E), 1994)

8.10.060 Violation—Penalties and remedies.

A. Any person causing a heritage tree to be removed or damaged in violation of this chapter shall submit a fee as determined by city council resolution to be deposited into a fund for the planting and maintenance of community trees, as a civil penalty in addition to the penalties as outlined in Chapter 1.20.

B. As part of a civil action brought by the town, a court may assess against any person who commits, allows, or maintains violation of any provision of this chapter a civil penalty in an amount not to exceed five thousand dollars per violation. Where the violation has resulted in removal of a tree, the civil penalty shall be in an amount not to exceed five thousand dollars per tree unlawfully removed, or the replacement value of each such tree, whichever amount is higher. Such amount shall be payable to the town as described in subsection A of this section. Replacement value for the purposes of this section shall be determined utilizing the most recent edition of the Guide for Plant Appraisal. A civil action may be commenced to abate, enjoin, or otherwise compel the cessation of violation of any provision in this chapter. In a civil action brought pursuant to this chapter in which the town prevails, the court may award to the town all costs of investigation and preparation for trial, the costs of trial, reasonable expenses including overhead and administrative costs incurred in prosecuting the action, and reasonable attorney fees.

C. Upon any guilty plea or judgment or conviction, in any criminal proceeding brought for the violation of this chapter, the defendant is entitled by law to probation, then the court may require the payment to the town of the costs and expenses as described above and the code provision incorporated by reference as one of the conditions of such probation.

D. The violation of any provision contained in this chapter shall be subject to the penalties or remedies as described herein and any other remedies authorized by the town of Atherton Municipal Code, including, but not limited to, the following:

1. Requiring that the violator obtain a tree removal permit for the previously conducted unlawful activity, including one or more of the following conditions as appropriate:

a. The violator shall replace each unlawfully removed tree with one or more new trees which can be accommodated on the site of the violation according to the town arborist and, in the opinion of the town arborist, will provide equivalent value in terms of cost (as determined pursuant to a certified arborist's calculation of the value of the removed tree(s) in accordance with the latest edition of the Guide for Plant Appraisal published by the Council of Tree and Landscape Appraisers (adopted by reference)), aesthetic and environmental quality, size, height, location, appearance and other characteristics of the unlawfully removed tree; or

b. Where replacement trees cannot be accommodated on-site according to the town arborist, or cannot provide equivalent aesthetic or environmental quality of removed tree(s) on site, the violator shall either plant replacement trees off-site as designated by the town arborist or make a cash payment as described in subsection B of this section, or any combination thereof, in accordance with the following:

i. To the extent that a cash payment is required for any portion or all of the value of the removed tree, such payment shall be doubled to reflect the estimated installation costs that would be incurred if replacement trees are planted; and

ii. To the extent that the planting of off-site replacement trees is required, the retail cost of such trees, as shown by documentary evidence satisfactory to the town arborist, shall be offset against the value of the removed tree, but no credit shall be given for transportation, installation, maintenance and other costs incidental to the planting and care of the replacement trees; or

c. Where the unlawful activity did not result in tree removal, but did result in tree damage, the violator shall enhance the condition of the remaining trees or portions of trees according to good forestry practices which, in the opinion of the town arborist, will provide equivalent value in terms of damage to the tree(s), aesthetic and environmental quality, size, height, location, appearance and other characteristics of the unlawfully damaged tree; provide equivalent enhancement of the condition of trees off-site or make a cash payment to the fund described in subsection A of this section (based on the town arborist's calculation of the equivalent value of the unlawful damage to the tree).

2. Any person who is required to plant replacement trees on-site pursuant to this section shall permanently maintain such trees in a good and healthy condition to ensure permanent establishment of any such tree(s), as determined by the town arborist. Such person shall post a maintenance bond or security deposit in a form prescribed by the building official and execute a maintenance agreement with the town, which shall be recorded in the office of the county recorder.

E. All remedies provided in this section shall be cumulative and are not exclusive. (Ord. 565 § 1, 2006; Ord. 533 § 4, 2002; Ord. 490 § 16, 1996; Ord. 484 § 1(D) (part), 1994; Ord. 444 § 5, 1989)



TENNESSEE LANDMARK AND HISTORIC TREE REGISTER

NOMINATION APPLICATION

I. Type of designation: ☐ Landmark* ☐ Historic**

*A Landmark Tree must meet one of the following requirements (please mark which)

☐ The tree(s) is/are commonly recognized as an established and familiar feature of the community, or can be confirmed as a significant part of the community's heritage.

☐ The tree(s) was/were planted by, or as a memorial to, or associated with, a nationally, regionally, or state recognized individual, group, event, or cause, and is confirmed to be more than 50 years old.

**A Historic Tree must meet the following requirement (please mark)

☐ The tree(s) was/were a direct witness to a historic event or cultural movement that was significant nationally, regionally, or within the state and can be confirmed to date to that time.

II. Application is for a: ☐ Single tree ☐ Group of trees

III. Location (give street address if available and include directions to the tree)

Street Address: _____

City: _____ Zip: _____

County: _____

GPS coordinates if available _____ Latitude _____ Longitude _____

Directions to tree (attach a map if possible):

IV. Historic or landmark narrative

Attach a historic narrative that gives a factual account of the history of the tree or group of trees and the surrounding area, which gives the tree(s) its significance. Include important dates, people, events, legends, activities, etc. associated with the tree. (attach additional sheet if necessary)

V. Ownership of tree (If organization, corporation, government, or non-profit, include contact name and title)

Name: _____

Address: _____

City: _____

Phone: _____ Email _____

VI. Name By Which Tree is Known: _____

Why is the tree so named? _____

VII. Tree(s) Description

1. Health of tree or group of trees

_____ Excellent (no visible or known defects or health problems)

_____ Good (appears in good health with only minor defects)

_____ Fair (appears in average health with some obvious defect)

_____ Poor (trees in noticeable decline)

_____ Bad (tree is in severe decline)

2. Species (include at least the common name, and genus and species if possible, i.e. Black Walnut, *Juglans nigra*)

Common Name: _____

Scientific Name: _____

3. Measurements (provide if possible)

- Trunk circumference at 4 ½ feet above ground: _____ inches
- Total tree height: _____ feet
- Average crown spread (feet from trunk): _____ feet
- Age: _____ years (if known)

4. Defects (give short description or mark "none")

- Hazardous Limbs: _____
- Major wounds: _____
- Decay: _____
- Soil erosion: _____

5. Land use: ___ Residential ___ Commercial ___ Woodland ___ Farmland

6. Photographs (A set of non-returnable color prints of the tree(s) is required with the application). Maps or diagrams of locations are also helpful.

VIII. Applicant Information

Name: _____

Title and Organization: _____

Address: _____

Telephone: _____ Email _____

Date of Application: _____

ATTACHMENTS (photographs, maps, pertinent documents)

Although the Tennessee Urban Forestry Council encourages the owner of each Landmark and Historic Tree to give it proper arboricultural care, the Tennessee Urban Forestry Council does not certify the tree as being safe or without hazard for the visiting public.

Mail complete application to: The Tennessee Urban Forestry Council
c/o Jennifer Smith, Executive Director
6820 Cloudland Drive
Nashville, TN 37205



City of Lake Oswego Heritage Tree Program

Lake Oswego is a beautiful place to live. A great deal of its charm is due to the number of large and distinctive trees that landscape our community.

Why a Heritage Tree program

In November, 1997, the Lake Oswego City council established the Heritage Tree Program. The primary aim of the program is to educate citizens about the importance of trees through protection and recognition.

What is a Heritage Tree?

A heritage tree can be one tree or a grove of trees that is special because of its age or size. Historical or landmark trees can also be heritage trees. A heritage tree must be healthy.

How Can You Get Involved?

Anyone can nominate a tree for heritage designation. You must be or have the permission of the property owner. You can also nominate a tree on City property. Just fill in the short nomination form and the Natural resources Advisory Board and a certified arborist will review the nominations. Heritage trees will be announced annually.

Now that its Official

Once a tree is designated a heritage tree, a plaque is installed near the tree. The property owner also agrees to record the tree's designation on the land title. A heritage tree may be removed, if necessary, under a Type II, City Tree Cutting permit. The City will keep a list and create a brochure to honor Lake Oswego's Heritage Trees.

For more information about Lake Oswego's Heritage Tree Program, please contact Jonna Papaefthimiou, at (503) 675-3990, or email to jonna_p@ci.oswego.or.us OR visit our website at: <http://www.ci.oswego.or.us/plan/program.htm> and follow the "Natural Resources" link.





Heritage Tree Nomination Form

Person Nominating Tree:

Property Owner (If other than nominator):

Name

Name

Address

Address

Phone (Day)

Phone (Day)

Signature of property owner giving approval of nomination

Date

TREE DESCRIPTION

1. Check one: Single Tree _____ Stand of Trees _____ If stand, how many: _____
2. Species of Tree (common, botanical or historical name): _____
3. Location: Street address _____

Use the space below to provide a description or sketch of the approximate location of the tree or stand of trees on the site.

4. Why should this tree be considered for designation as a Heritage Tree? Describe the history of the tree and note any outstanding features or other significant details. Attach additional pages or materials if desired.

5. Size of tree: **Height** _____
(Use your best estimate or measure the height with any instrument commonly used by foresters. A "clinometer" is the standard instrument used to determine tree height.)
- Average Crown Spread** _____
(Set a stake under the edge of the crown farthest from the tree and another directly opposite it at the outer edge of the crown on the other side of the tree and measure the distance.)
- Circumference** _____
(The circumference of the tree is measured at a point approximately four feet over the ground.)
6. Age of tree (in years): Cite how you estimate age: _____

7. Condition: Are there any known problems with the tree (disease, structural conditions, requires corrective pruning?) Yes _____ No _____ If yes, please describe:
8. Photograph: Please attach a photograph of the tree in the space below.

Lake Oswego Heritage Trees



| | Year | Species | Address | owner |
|-----|------|-------------------|---|---------|
| 1. | 1998 | White Oak stand | west of Galen Rd., south of Crestfield Ct. | Private |
| 2. | 1998 | Deodar Cedar (2) | 302 Furnace | Private |
| 3. | 1998 | White Oak | 1421 Greentree Circle | Private |
| 4. | 1998 | Giant Sequoia | 16686 Maple Circle | Private |
| 5. | 1998 | Douglas fir | 141 Leonard Street (Peg Tree) | Private |
| 6. | 1998 | Black Walnut | 1018 Laurel St. | Private |
| 7. | 1998 | Black Walnut | 13041 Knaus Rd. (ROW) | City |
| 8. | 1998 | Western Red Cedar | between 868 and 832 9th St. (ROW) | City |
| 9. | 1998 | Sugar Maple | 3 rd / C Avenue (ROW) | City |
| 10. | 1998 | American elm | 1 st between B and C Avenues (ROW) | City |
| 11. | 1999 | European Beech | 1250 Sunningdale Road | Private |
| 12. | 1999 | Douglas fir | Behind 501 Country Club (Iron Mountain ROW) | City |
| 13. | 2001 | Giant Sequoia | 3025 Stonebridge Way | Private |

Stockton Municipal Code

Chapter 5 - PUBLIC WELFARE, MORALS AND POLICY

Part IV TREES, WEEDS, BUSHES, HEDGES, ETC.

Division 4 HERITAGE TREES

SEC. 5-037. INTENT AND PURPOSE:

The intent and purpose of this Division is to promote the health, safety and welfare of the citizens of the City of Stockton by providing for the protection and preservation of heritage trees located within the City limits. The protection and preservation of heritage trees will promote scenic beauty, reduce soil erosion, improve air quality, abate noise and provide shade to reduce energy consumption.

(Added by Ordinance 007-90C.S. — Effective April 26, 1990)

SEC. 5-038. DEFINITIONS:

1. HERITAGE TREE: As used in this Division, "heritage tree" shall mean any *Quercus lobata* (commonly known as "Valley Oak") *Quercus agrifolia* (Coast Live Oak), and *Quercus wislizenii* (Interior Live Oak) tree which is located on public or private property within the limits of the City of Stockton, and which has a trunk diameter of sixteen (16) inches or more, measured at twenty-four (24) inches above actual grade.

2. EFFECTIVE REMOVAL: As used in this Division, "effective removal" includes, but is not limited to, any extreme pruning which is not consistent with standard Arboriculture practices for a healthy heritage tree and which results in permanent disfigurement, destruction, or its need for removal for public safety (as determined by the City).

(Amended by Ordinance 030-96C.S. — Effective October 16, 1996) (Added by Ordinance 007-90C.S. — Effective April 26, 1990)

SEC. 5-039. REMOVAL; HARMING HERITAGE TREES PROHIBITED:

Except in emergency situations defined herein, It shall be unlawful for any person to harm, injure, deface or destroy a Heritage Tree located on any parcel of property in the City. It shall also be unlawful for any person to remove, cause to be removed, or effectively remove, any heritage tree from any parcel of property in the City without first obtaining a permit from the City Parks and Recreation Department.

(Amended by Ordinance 027-98C.S. — Effective December 17, 1998) (Amended by Ordinance 030-96C.S. — Effective October 16, 1996) (Added by Ordinance 007-90C.S. — Effective April 26, 1990)

SEC. 5-040. PERMITS:

Any person desiring to remove one (1) or more heritage trees shall apply to the City Parks and Recreation Department for a permit and pay a fee to cover the cost of processing the application, including the cost of publication of the notice. The amount of the fee shall be set by City Council resolution. The application for a permit shall be made on forms provided for that purpose and shall state, among other things, the number, circumference and location of the trees to be removed by types and the reason for removal of each. At least ten (10) calendar days before the time set for review of the application, a notice shall be given of the time, date and place of said review including the address where the heritage tree is located.



The notice shall be published once in a newspaper of general circulation, published and circulated in the City of Stockton.

The City Landscape Architect, or designee as determined by the Director of Parks and Recreation, shall review each application and any written or oral testimony and decide if a permit should be granted based on the following:

- (a) The condition of the tree or trees with respect to disease, danger of falling, proximity to existing or proposed structures and interference with utility services.
- (b) The necessity to remove the tree or trees in order to construct any proposed improvements, and the possibility of revising proposed tentative subdivision maps and improvement plans in order to save the trees.
- (c) The topography of the land and the effect of the removal of the tree on erosion, soil retention and diversion or increased flow of surface waters.
- (d) The number of similar trees existing in the vicinity.

(Amended by Ordinance 027-98C.S. — Effective December 17, 1998) (Added by Ordinance 007-90C.S. — Effective April 26, 1990)

SEC. 5-040.1. EMERGENCY REMOVAL. EXCEPTION TO NOTICE:

In circumstances where the condition of the heritage tree(s) poses an imminent threat to health or safety or to property, as determined by the City Landscape Architect or designee as determined by the Director of Parks and Recreation, such heritage tree(s) may be summarily removed without providing prior public notice. A removal permit, signed by the Director of Parks and Recreation or designee, must be obtained prior to the removal of the tree(s).

(Added by Ordinance 027-98C.S. — Effective December 17, 1998)

SEC. 5-041. REPLACEMENT:

Any person who removes any heritage trees by permit or otherwise, shall replace them on a one for one basis at the discretion of the City Landscape Architect. The size of the replacement tree shall be determined by the City Landscape Architect based on the size of the tree that is removed. If possible, the replacement tree or trees shall be planted on the same parcel as the trees that were removed. If that is not possible, the replacement tree or trees shall be planted in a City park or some other suitable location as determined by the City Landscape Architect. All fines collected for violation of Section 5-039 shall be used to purchase and plant replacement trees.

(Added by Ordinance 007-90C.S. — Effective April 26, 1990)

SEC. 5-042. APPEALS:

Any decision of the City Landscape Architect may be appealed to the City Council. Appeals shall be in writing, state the reasons for the appeal and be filed with the City Clerk within ten (10) days of the decision. A fee, the amount of which shall be set by City Council resolution, shall be paid by the appellant to cover the cost of processing the appeal. The matter shall be set for public hearing before the City Council within forty-five (45) days after the appeal is filed. Notice by mail shall be given to the appellant and every property owner within three hundred (300) feet of the boundaries of the parcel where the heritage tree or trees are located at least ten (10) days prior to the date of the hearing. If the decision of the City Landscape Architect was to deny the permit, then no permit will be granted without five (5) concurring votes of the City Council.

(Added by Ordinance 007-90C.S. — Effective April 26, 1990)

Heritage Tree Nomination Form

In Lake Forest Park.....

Our "Forest" is made up of trees, many of which have special meaning to our community and to our lives. The Lake Forest Park Heritage Tree Program gives our citizens the opportunity to recognize our trees' intrinsic worth and value to our community, and preserve our trees for their unique characteristics.

Official recognition can be made in connection with an important public or private event, or for any extraordinary traits possessed by a particular tree or grouping of trees such as size, age, or significance to a family.

If selected for an official designation, the tree will be included in our Heritage Tree Register kept at city hall. Your tree will be honored on Arbor Day and will be eligible to be included in the City's Tour guide of historic homes and Heritage Trees, if the owner so desires.

Anyone can nominate trees on public land or on their own property. Groups of trees on your property or your neighbors' can be nominated with your neighbor's permission. We encourage you to get your neighbors involved.

The Heritage Tree Committee will evaluate and designate Heritage trees.

Awards are made and celebrated annually during Arbor Day festivities in April within the year in which the tree is selected.

If you have any questions, please call city hall for more information, (206) 368-5440.

Check one category:

☐ Heritage Category

Circle one:

- Outstanding
- Age, size, specimen

- Rare/Unique

One or very few of a kind or unusual in form or growth

- Historical/Landmark Significance

A tree recognized by virtue of its association with an historical event or building; its association with a noted person; or its significance as a landmark in the community

- Significant Group/Large Stands

Outstanding rows or groups of trees

- Significant Wildlife Habitat

Nesting sites or rookeries

☐ Personal Significance Category

Trees which have special meaning or personal significance to the nominee or his/her family.

☐ Native Tree Category

Trees identified as native to this region by the Native Plant List maintained at City Hall.

Significant/heritage trees are subject to Hazardous Tree Criteria, which may have bearing on the preservation effort made in a specific case.

Tree Species:

Common (American) Name: _____

Botanical name (if known): _____

Location: _____

Measurements:

Circumference of trunk at 4.5 feet above ground: _____

Approximate height: _____

Tell Why Your Tree is Special: _____

Private Property Information:

Owner's name and address: _____

Is owner receptive to having tree viewed by the public? Yes _____ No _____

Is owner receptive to having the tree photographed? Yes _____ No _____

Nominator name and address: _____

Nominator Phone number: _____

Mail or hand deliver applications to:
EQC Heritage Tree Program
Lake Forest Park City Hall
17425 Ballinger Way NE
Lake Forest Park, WA 98155

Lake Forest Park
Environmental Quality
Commission

HERITAGE TREE
PROGRAM



Affix Postage
Here

Environmental Quality Commission
Heritage Tree Program
City of Lake Forest Park
17425 Ballinger Way NE
Lake Forest Park, WA 98155-5556

Jacksonville, FL

Protected tree includes all of the following:

(1) Private protected tree means any tree with a DBH of six inches or more located on any lot within twenty feet of a street right-of-way (including an approved private street or other access easement) or a tree with a DBH of eight inches or more located within ten feet of any other property line, or a tree with a DBH of twelve inches or more located elsewhere on the lot.

(2) Public protected tree means any tree located on lands owned by the city, or other governmental agencies or authorities, or any land upon which easements are imposed for the benefit of the city, or other governmental agencies or authorities, or upon which other ownership control may be exerted by the city, or other governmental agencies or authorities, including rights-of-way, parks, public areas and easements for drainage, sewer, water and other public utilities, with:

(i) A DBH of six inches or more located within a city or other governmental right-of-way, or

(ii) A DBH of six inches or more and located on any lot within twenty feet of a street right-of-way, or

(iii) A DBH of eight inches or more located on any lot within ten feet of any other property line, or

(iv) A DBH of twelve inches or more located elsewhere on the lot.

(3) Exceptional specimen tree means any tree which is determined by the City Council to be of unique and intrinsic value to the general public because of its size, age, historic association or ecological value or any tree designated a Florida State Champion, United States Champion or World Champion by the American Forestry Association. The Chief shall keep a record of all specimen trees so designated and their location.

[Jacksonville, FL: Ordinance code Title XVII, Section 656.1203bb]

Images of bench markers for discussion of visible identification of Landmark Trees





City and County of San Francisco
Urban Forestry Council
LANDMARK TREE COMMITTEE
DRAFT MEETING MINUTES

DOCUMENTS DEPT.

Tuesday, April 8, 2008, 4:00 p.m.
City Hall, Room 421
One Dr. Carlton B. Goodlett Place
San Francisco, CA

JUN - 5 2008

SAN FRANCISCO
PUBLIC LIBRARY

COMMITTEE MEMBERS: Mike Boss (Chair), Carolyn Blair, Steve Griswold, Malcolm Hillan, and Mark Sustarich.

Order of Business

1. **Call to Order and Roll Call.** The Landmark Tree Committee meeting was called to order at 4:07 p.m.
Present: Chair Boss, Members Blair, Griswold and Hillan; Excused: Member Sustarich.
2. **Adoption of Minutes of the December 11, 2007 Urban Forestry Council Landmark Tree Committee Regular Meeting** (Discussion and Action). Upon Motion by Member Blair and second by Member Hillan, the December 11, 2007 Meeting Minutes were approved without objection (Explanatory Document: Approved Minutes of the December 11, 2007 Regular Meeting http://sfgov.org/site/sfenvironment_page.asp?id=72733).
3. **Public Works Code Section 802(x).** The Committee shall discuss and refine the existing City definition of the word "tree" as it relates to the Landmark Tree Ordinance and make recommendations to the full Council (Discussion and Possible Action) (Explanatory Document: Article 16 Public Works Code 802(x) (page 5) (Word) http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/Article16PublicWorksCodeUrbanForestryOrdinance.doc)

Chair Boss read the Public Works Code Section 802(x) definition of tree: "Tree" shall mean any large perennial plant having a woody trunk(s), branches, and leaves. Trees also shall include palm trees." Chair Boss felt that this definition was not precise enough to make a determination of what a tree is. It was stated that the Committee has a woody plant to consider at this meeting that may or may not fall into the definition of a tree, and an alternative definition would be a shrub. Chair Boss explained that the Public Works Code definition as written does not make a distinction between a tree and a shrub except for its interpretation of the word large.

Chair Boss distributed definitions of trees from three sources, the Jepson Manual, Hortus Third, and the Hillier Manual of Trees and Shrubs (PDF)

http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/M%20Boss%20notes.pdf). It was stated that the definitions from all three sources aren't precisely the same, but in general, one of the operative considerations is that trees and shrubs are all woody. Definitions do vary from consideration of size to the nature of the trunk. Chair Boss indicated that the consensus is that trees are large and shrubs are smaller and that in general, trees have a single main trunk whereas shrubs have multi trunks or they branch from the base. It was stated that in California, trees and shrubs do not always fall into the pattern as described, and definitions do not define the difference in size; e.g., what is small and what is large. Chair Boss referenced a definition that was used from his graduate school work that trees tend to be over 15 feet, and shrubs tend to be smaller than 15 feet.

Member Griswold stated that there are plenty of other criteria through which “landmarkable” qualities should be considered and would rather judge on the object itself to see if it meets most of the landmark criteria. Member Hillan stated that the Committee should apply their collective experience and common sense as professionals to make future judgments on whether a nomination is a tree. Coordinator Hui reported that whatever is decided has to be in line with the existing Public Works Code.

Chair Boss stated that since the Council is an advisory body, they can make a recommendation to refine the definition of a tree. Member Blair felt that the Council should not limit itself by a vague definition and should examine the landmark tree evaluation criteria when making a determination. Chair Boss stated that before consideration is given to whether it is “landmarkable”, consideration has to be given to whether it is a tree.

Public Comment:

Mr. Roy Leggitt, Consulting Arborist, commented on the concept of size stating that size is a relative value—every species has a different genetic potential and reaches a different size over a different amount of time and has a different finite life span. The Committee was asked not to exclude woody perennials from discussion and not to be narrow as to what it is willing to consider. An example was given of two Manzanitas that are 30-feet high with 18-inch trunks. This group of plants should not be excluded because they are cultivated commonly in the nursery and landscape trade as shrubs, which is a misconception. Mr. Leggitt explained that woody perennials can develop as single-trunked trees. Mr. Leggitt stated that he would recommend that the horticultural community abandon their definitions of shrub trees and woody perennials and categorize them all as woody plants as reflected in many major publications.

Mr. Mike Vasey, botanist and lecturer San Francisco State University, explained that some shrubs grow very tall and are actually trees. Mr. Vasey stated that he was not familiar with the Landmark Tree Committee and their goals, and asked if there was an interest in trying to protect the remnant vegetation of the peninsula before landscaping took place. It was stated that San Francisco has relatively few trees and asked if there is an interest in protecting the existing indigenous flora as it consists of many more lower-stature woody perennial entities than tall trees.

Dr. Tom Parker, Professor, San Francisco State University and botanist, stated that there is no black and white distinction between shrubs and trees, so whatever definition is decided will be unsatisfactory. Mr. Parker stated that he thinks that the ambiguity should be to the Committee’s advantage because things can be added or removed as is deserved based on other criteria. It was explained that Manzanita are extremely long-lived and live as long as many trees that would not be questioned as being a tree. Mr. Parker explained that Manzanita have single trunks for the most part.

Ms. K. Rose Hillson discussed conflicting references in various publications she has read on whether certain plants are actually trees or shrubs; e.g. Blue Elderberry, Manzanita. It was stated that there are not that many trees in San Francisco, and many existing trees are referred to as shrubs. Ms. Hillson discussed the Ohlone population’s use of plants, how only four percent of that list was considered to be trees, and indicated that not all of that four percent of trees currently exist.

Chair Boss asked whether the Committee felt that woody plants should be considered for landmark status based on whether they have historical significance instead of consideration for whether or not they are trees. Member Griswold stated that landmark status should be recommended based on evaluation of all of the criteria. Member Hillan stated that the Committee is not just considering historical information, an ethno-

botanical reference, or the definitions that would apply in a botanical or scientific journal, but should be considering public perception and what the Committee has been charged with fundamentally by the people of San Francisco to do. Member Hillan recommended referencing professional experience, common sense, and to ask whether the plant is a tree, whether it is landmarkable, and whether it should be before the Committee. Member Hillan felt that trying to modify the existing definition would not be beneficial.

Mr. Malamut, Deputy City Attorney, stated that the definition of tree does not just apply to landmark trees but also applies to significant trees and to the definition of what constitutes a street tree. Mr. Malamut suggested contacting the Department of Public Works who has had over ten years of experience determining what could be considered as a street tree and would have the administrative practice and guidance that would help in this discussion.

Mr. Leggitt reported that he has worked with the Public Works Code as it relates to street trees as a member of the Tree Advisory Board which is a predecessor organization providing advice to the Department of Public Works. It was explained that street trees have been planted for many years from shrub species that are trained as trees by nursery practice. Mr. Leggitt stated that he upholds his earlier comment related to discarding the distinction between shrubs and trees and considering woody perennials based on their own merits rather than their size or species characteristics.

Mr. Leggitt felt that it would be remiss to exclude a lot of the urban forest as potential landmarks because they are technically shrub species according to more restricted definitions. It was indicated that the Department of Public Works has a precedent that supports considering what we would otherwise call shrubs as part of the tree population. Mr. Leggitt explained that certain shrub species are sometimes used as street trees because they meet street-clearance requirements. The Committee was asked to maintain flexibility in their considerations. It was stated that the Department of Public Works would not enlighten the Committee in any way, and that the Public Works Code definition is appropriately vague.

Coordinator Hui explained that she believes that shrubs that are considered trees can be trained into a tree form and can reach a certain height so they are considered a tree form. It was stated that there are plenty of shrubs that can't be trained in a tree form and should not be considered a tree.

Member Hillan motioned, second by Member Blair that the Committee formally retain for purposes of their activities the definition of a tree provided in Public Works Code 802(x). Chair Boss motioned, second by Member Hillan to table Member Hillan's motion until relevant parties that have used this definition; e.g., the Department of Public Works, could provide feedback before an action is taken (AYES: Chair Boss, Members Griswold and Hillan; NOES: Member Blair; Absent: Member Sustarich). Motion approved—Continued to the Call of the Chair.

- 4. Hearing on Nominations for Landmark Tree Status.** The Landmark Tree Committee will hold a hearing to determine whether the trees nominated at the following addresses meet the criteria for designation as landmark trees (Discussion and Action).

Monterey Cypress (*Cupressus macrocarpa*, located at 2626 Vallejo Street, Assessor's Block 0953, Lot 006. (Explanatory Documents: Nomination Forms and Photos (PDF) http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/Homeownersuppliednominationformandphotos.pdf and Staff Evaluation Form (Word) [http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/LTCevaluationformMeiLing\(1\).doc](http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/LTCevaluationformMeiLing(1).doc))

Howell's Manzanita (*Manzanita hispida*), located at 115 Parker Avenue, Assessor's Block 1064, Lot 002 (Explanatory Documents: Nomination Form (PDF)

http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/NominationForm.pdf. Photos (PDF) http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/OwnerPhotoCloseUp.pdf and (PDF) http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/OwnerPhotoOverall.pdf and Staff Evaluation Form (Word) http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/LTCevaluationformMeiLing.doc

At the conclusion of the hearing, the Landmark Tree Committee will vote on whether to approve or reject the nominations and shall adopt written findings to support its decision to forward to the Urban Forestry Council. The Council will forward approved nominations to the Board of Supervisors for further consideration.

Staff Evaluation—115 Parker Avenue, Howell's Manzanita

Coordinator Hui presented her evaluation of criteria for consideration of the Manzanita for landmark tree status (see Staff Evaluation Form (Word)

http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/LTCevaluationformMeiLing.doc and stated that the Manzanita is rare, healthy and attractive, but expressed her concern whether the nomination can be considered a tree or a shrub.

Property Owner Presentation

K. Rose Hillson, discussed qualifying criteria for nominating the Manzanita at 115 Parker for landmark tree status as outlined in her nomination form explanatory document (above). Ms. Hillson described the tree's historical, social and cultural significance, importance due to association with a site, how it is a defining or meaningful feature of a neighborhood, serving as a wildlife habitat, and excellent vitality.

Outside Professional Staff Presentation

Mr. Roy Leggitt, Consulting Arborist, stated that he has evaluated the Manzanita, which appears to be a healthy plant and indicated that it is a single stem woody perennial naturally developing in that way, meets all his criteria as a tree just like a lot of other plants do, and is healthy, without major defects or problems. It is in a favorable cultivation environment that has changed and become more favorable with plants and would expect this plant to become larger if more competing plants nearby were removed. Mr. Leggitt stated that the Manzanita could be much older than imagined because competing plants may have caused its suppressed growth. From an arboriculture standpoint, it meets his criteria and is healthy. Mr. Leggitt indicated that the Manzanita is decades old, but it could be on the upper end of the age span or more because these plants grow extremely slowly in their natural settings.

Chair Boss inquired about the health of the Manzanita as he observed potential problems during his evaluation. Dr. Parker stated that these plants have a single cycle of growth each year, flowering in January and February. They put out new growths a couple of months later, roughly beginning in April – June. In late summer, the bark is growing, the wood grows, the old bark splits off, and in the fall the oldest leaves are discarded. That period trails in through the winter depending upon how stressed they were the year before and how much they were able to grow the year before. The Manzanita species is always dropping leaves, which is not indicative of ill health.

Mr. Vasey stated that he and Dr. Parker are working on rewriting the Jepson Manual section on the Manzanita. A discussion was held about identifying which species this Manzanita is because it exhibits the characteristics of three different species. Mr. Vasey indicated that it is possible that this Manzanita is a new species altogether, but would be hesitant to name it as a new species or separate species until another example of this potential species was located.

Committee Evaluation Reports

Member Hillan discussed his Evaluation Report and stated that the Manzanita is a significant plant that should receive protection and care, but would not recommend the Manzanita for landmark status as a tree. Member Blair discussed her Evaluation Report and stated that the Manzanita is a significant landmark whether it is a tree or not, but is not sure whether it can be landmarked at this time. Chair Boss discussed his Evaluation Report and stated that his main concern is whether the Manzanita is a tree and questioned whether the Landmark Tree Committee is the forum for providing protection for this plant. Chair Boss indicated that he would hope that there would be a forum for this plant to receive recognition and protection and is not sure whether the San Francisco Public Works Code has an effective way to deal with this type of situation. It was suggested that recommendations could be made to the Board of Supervisors to create landmark shrub and rare plant criteria.

115 Parker, Manzanita, Committee Evaluation Reports (PDF) (1)

http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/Manzanita115ParkerCommitteeReports.pdf; (2) (Word)

http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/Manzanita%20115%20Parker.doc).

Property Owner Rebuttal

Ms. Hillson stated that she felt the Manzanita is tall enough to be considered a tree.

Discussion and Action by Committee

Member Griswold moved that the Manzanita be recommended to the Urban Forestry Council for approval of landmark tree status, second by Member Blair (AYES: Members Griswold and Blair; NOES: Chair Boss and Member Hillan). Tie vote does not pass. The Manzanita will be forwarded to the Urban Forestry Council without recommendation for consideration at their April 22 meeting.

Staff Evaluation-2626 Vallejo Street, Monterey Cypress

Coordinator Hui presented her evaluation of criteria for consideration of the Monterey Cypress for landmark tree status (see Staff Evaluation Form (Word))

http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/LTCevaluationformMeiLing.doc)

and recommended this tree as a great candidate for landmark tree status. Additional letters of support for landmark tree status were distributed in Committee meeting.

Property Owner's Presentation

Ms. Heyman discussed the merits of the Monterey Cypress and described her reasons for nominating the tree for landmark status; its beauty, age and care it is receiving. Ms. Heyman described her interests in gardening and indicated that she has written essays about garden design. Ms. Heyman reported that an arborist was hired to prune the tree for safety, health, shape, and views.

Committee Evaluation Reports

Member Griswold reported on his favorable impression of the Monterey Cypress tree, but expressed his concern relative to the boundary of the property and inquired about the proximity of the neighbor's property. Ms. Heyman explained that the base of the tree is on her property, but the tree spreads over both properties. Member Hillan discussed his Evaluation Report and stated that the commonness of the tree is a concern, but given the context of this individual tree and its condition, he would recommend landmark tree status. Member Boss discussed his Evaluation Form criteria and stated that he would support landmark tree status. Member Blair indicated that she had seen a Monterey Cypress in the neighborhood which was very tall, in great shape, and in its natural form and because of the commonness of the tree, would like to landmark only the best specimens of Monterey Cypress. Member Blair expressed her hesitation for recommending landmark tree status because the tree is not in its natural form and had been topped.

Committee Evaluation Reports Monterey Cypress, 2626 Vallejo Street (1) (PDF)

http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/2626VallejoCommitteeRepts.pdf and 2) (Word)
http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/Manzanita%20115%20Parker.doc.

Staff Rebuttal

Coordinator Hui stated that the tree is a common species, but that large trees in San Francisco are uncommon. The UFORE Report states that 51.4% of all trees in the City have a DBH of less than 6 inches; so large trees, especially large and well cared for trees are a rarity in San Francisco. Coordinator Hui indicated that the tree has been taken care of to protect safety and can live longer in the area that it is located.

Property Owner Rebuttal

Ms. Heyman stated that the tree cutter indicated that the tree has nice spacing, is not experiencing a lot of stress, and would have been concerned if the heavier limb were on the low side pulling the tree down, but luckily, it is the lighter limb.

Discussion and Action by the Committee

Committee Members asked Ms. Heyman whether any of the neighbors had expressed concern for landmarking the tree. Ms. Heyman indicated that there are several letters of support that had been submitted, and her neighbor to the north had not presented their concerns for or against landmarking. It was stated that the neighbor to the north would be doing renovation to their home, and that a tree protection plan is in place.

Upon Motion by Member Hillan and second by Member Griswold, the Monterey Cypress at 2626 Vallejo Street was approved for recommendation to the Urban Forestry Council for landmark tree status. The Council's meeting is scheduled for April 22, 2008. (AYES: Chair Boss, Members Blair, Griswold, and Hillan; Absent: Member Sustarich.)

- 5. Approval of Documents for Notification of Landmark Tree Hearings and Discussion of Amendments to Public Works Code Section 810 on Landmark Trees.** The Committee shall discuss Ordinance Amendments approved by the Board of Supervisors on March 25, 2008 and vote on draft notification

documents to forward to the full Council for approval. (Explanatory Documents: Ordinance amending Public Works Code Section 810 (Word)

http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/PublicWorksCodeLandmarkTreesOrd.pdf, Draft Landmark Tree Hearing Notices (PDF)

http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/DraftNoticesLandmarkTreeHrgs.PDF and Examples of DPW Tree Removal Hearing Notice and Urban Forestry Council's Notice to Property Owner of Landmark Tree Nomination (PDF)

http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/ExamplesPropOwnerDPW.pdf) (Discussion and Action).

Coordinator Hui explained that noticing requirements for landmark tree hearings would go into effect on April 20, and for the Council's April 22 meeting, she would have to notice the trees that were heard today. Coordinator Hui explained that if the property is over one acre in size, a sign can be noticed, and if the tree is under one acre, letters are sent to eight adjoining property owners. Deputy City Attorney Malamut reported that the letters comply with recent amendments to the Public Works Code. Coordinator Hui explained that it would be her staff assignment to comply with the noticing requirements.

Upon Motion by Chair Boss, and second by Member Hillan, the Hearing Notices were approved without objection (AYES: Chair Boss, Members Blair, Griswold and Hillan; Absent: Member Sustarich).

6. **Landmark Tree Evaluation Criteria.** The Committee shall continue to discuss redefining landmark tree evaluation criteria and discuss criteria used in other jurisdictions. (Continued from the December 11, 2007 Meeting) (Explanatory Documents: Original Landmark Tree Evaluation Criteria (Word)

http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2007/LandmarkTreeCriteria.doc Evaluation Criteria Revised 050307 (Word) <http://web1.sfgov.org/site/uploadedfiles/LMTCriterarev50307.doc>, Phytosphere Guidelines for Developing and Evaluating Tree Ordinances (HTML) <http://www.phytosphere.com/record/heritage.htm> and Jurisdictions' Criteria Forms (PDF)

http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2007/JurisdictionsCriteriaFormsExamples.pdf) (Discussion).

This item was continued to the May 13, 2008 meeting.

7. **Visible Identification of Landmark Trees after Designation.** The Landmark Tree Committee shall discuss methods for visibly identifying trees that have received landmark tree status (Continued from the December 11, 2007 Meeting) (Explanatory Document: Bench marker images (Word)

http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/ImagesbenchmarkersvisibleidentificationLandmarkTrees.doc (Discussion).

This item was continued to the May 13, 2008 meeting.

8. **New Business/Future Agenda Items (Information and Discussion).**

Chair Boss inquired whether the most current version of the Landmark Tree Evaluation Form is being used by staff as he believes the forms were revised over a period of time to include staff input into tree diameter and height. Chair Boss stated that he thought there should be a correlation between the nomination and evaluation forms. Coordinator Hui indicated that she accessed her form from the Urban Forestry Council's folder of current forms and explained that her staff position does not require her to be an arborist and could not provide the measurements requested. Chair Boss asked that this issue be put on the agenda for the next

meeting. Coordinator Hui asked Committee members to bring explanatory documents for Agenda Items 6 and 7 back to the next meeting in order to conserve resources. Coordinator Hui also reported that the Landmark Tree Map that lists all landmark trees is now included in the San Francisco Environment landmark tree page.

9. Public Comment: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was no public comment at this time.

10. Adjournment. The Landmark Tree Committee meeting adjourned at 6:28 p.m.

The next Landmark Tree Committee meeting is scheduled for Tuesday, May 13, 2008 at 4:00 p.m., Room 421, City Hall.

Approved:

City and County of San Francisco
Urban Forestry Council
LANDMARK TREE COMMITTEE
APPROVED MEETING MINUTES

DOCUMENTS DEPT.

Tuesday, April 8, 2008, 4:00 p.m.
City Hall, Room 421
One Dr. Carlton B. Goodlett Place
San Francisco, CA

JUN 20 2008

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COMMITTEE MEMBERS: Mike Boss (Chair), Carolyn Blair, Steve Griswold, Malcolm Hillan, and Mark Sustarich.

Order of Business

1. **Call to Order and Roll Call.** The Landmark Tree Committee meeting was called to order at 4:07 p.m. Present: Chair Boss, Members Blair, Griswold and Hillan; Excused: Member Sustarich.
2. **Adoption of Minutes of the December 11, 2007 Urban Forestry Council Landmark Tree Committee Regular Meeting** (Discussion and Action). Upon Motion by Member Blair and second by Member Hillan, the December 11, 2007 Meeting Minutes were approved without objection (Explanatory Document: Approved Minutes of the December 11, 2007 Regular Meeting <http://sfgov.org/site/sfenvironment.page.asp?id=72733>).
3. **Public Works Code Section 802(x).** The Committee shall discuss and refine the existing City definition of the word "tree" as it relates to the Landmark Tree Ordinance and make recommendations to the full Council (Discussion and Possible Action) (Explanatory Document: Article 16 Public Works Code 802(x) (page 5) (Word) http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/Article16PublicWorksCodeUrbanForestryOrdinance.doc.)

Chair Boss read the Public Works Code Section 802(x) definition of tree: "Tree" shall mean any large perennial plant having a woody trunk(s), branches, and leaves. Trees also shall include palm trees." Chair Boss felt that this definition was not precise enough to make a determination of what a tree is. It was stated that the Committee has a woody plant to consider at this meeting that may or may not fall into the definition of a tree, and an alternative definition would be a shrub. Chair Boss explained that the Public Works Code definition as written does not make a distinction between a tree and a shrub except for its interpretation of the word large.

Chair Boss distributed definitions of trees from three sources, the Jepson Manual, Hortus Third, and the Hillier Manual of Trees and Shrubs (PDF)

http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/M%20Boss%20notes.pdf). It was stated that the definitions from all three sources aren't precisely the same, but in general, one of the operative considerations is that trees and shrubs are all woody. Definitions do vary from consideration of size to the nature of the trunk. Chair Boss indicated that the consensus is that trees are large and shrubs are smaller and that in general, trees have a single main trunk whereas shrubs have multi trunks or they branch from the base. It was stated that in California, trees and shrubs do not always fall into the pattern as described, and definitions do not define the difference in size; e.g., what is small and what is large. Chair Boss referenced a definition that was used from his graduate school work that trees tend to be over 15 feet, and shrubs tend to be smaller than 15 feet.

Member Griswold stated that there are plenty of other criteria through which "landmarkable" qualities should be considered and would rather judge on the object itself to see if it meets most of the landmark criteria. Member Hillan stated that the Committee should apply their collective experience and common sense as professionals to make future judgments on whether a nomination is a tree. Coordinator Hui reported that whatever is decided has to be in line with the existing Public Works Code.

Chair Boss stated that since the Council is an advisory body, they can make a recommendation to refine the definition of a tree. Member Blair felt that the Council should not limit itself by a vague definition and should examine the landmark tree evaluation criteria when making a determination. Chair Boss stated that before consideration is given to whether it is "landmarkable", consideration has to be given to whether it is a tree.

Public Comment:

Mr. Roy Leggitt, Consulting Arborist, commented on the concept of size stating that size is a relative value-every species has a different genetic potential and reaches a different size over a different amount of time and has a different finite life span. The Committee was asked not to exclude woody perennials from discussion and not to be narrow as to what it is willing to consider. An example was given of two Manzanitas that are 30-feet high with 18-inch trunks. This group of plants should not be excluded because they are cultivated commonly in the nursery and landscape trade as shrubs, which is a misconception. Mr. Leggitt explained that woody perennials can develop as single-trunked trees. Mr. Leggitt stated that he would recommend that the horticultural community abandon their definitions of shrub trees and woody perennials and categorize them all as woody plants as reflected in many major publications.

Mr. Mike Vasey, botanist and lecturer San Francisco State University, explained that some shrubs grow very tall and are actually trees. Mr. Vasey stated that he was not familiar with the Landmark Tree Committee and their goals, and asked if there was an interest in trying to protect the remnant vegetation of the peninsula before landscaping took place. It was stated that San Francisco has relatively few trees and asked if there is an interest in protecting the existing indigenous flora as it consists of many more lower-stature woody perennial entities than tall trees.

Dr. Tom Parker, Professor, San Francisco State University and botanist, stated that there is no black and white distinction between shrubs and trees, so whatever definition is decided will be unsatisfactory. Mr. Parker stated that he thinks that the ambiguity should be to the Committee's advantage because things can be added or removed as is deserved based on other criteria. It was explained that Manzanita are extremely long-lived and live as long as many trees that would not be questioned as being a tree. Mr. Parker explained that Manzanita have single trunks for the most part.

Ms. K. Rose Hillson discussed conflicting references in various publications she has read on whether certain plants are actually trees or shrubs; e.g. Blue Elderberry, Manzanita. It was stated that there are not that many trees in San Francisco, and many existing trees are referred to as shrubs. Ms. Hillson discussed the Ohlone population's use of plants, how only four percent of that list was considered to be trees, and indicated that not all of that four percent of trees currently exist.

Chair Boss asked whether the Committee felt that woody plants should be considered for landmark status based on whether they have historical significance instead of consideration for whether or not they are trees. Member Griswold stated that landmark status should be recommended based on evaluation of all of the criteria. Member Hillan stated that the Committee is not just considering historical information, an ethno-

botanical reference, or the definitions that would apply in a botanical or scientific journal, but should be considering public perception and what the Committee has been charged with fundamentally by the people of San Francisco to do. Member Hillan recommended referencing professional experience, common sense, and to ask whether the plant is a tree, whether it is landmarkable, and whether it should be before the Committee. Member Hillan felt that trying to modify the existing definition would not be beneficial.

Mr. Malamut, Deputy City Attorney, stated that the definition of tree does not just apply to landmark trees but also applies to significant trees and to the definition of what constitutes a street tree. Mr. Malamut suggested contacting the Department of Public Works who has had over ten years of experience determining what could be considered as a street tree and would have the administrative practice and guidance that would help in this discussion.

Mr. Leggitt reported that he has worked with the Public Works Code as it relates to street trees as a member of the Tree Advisory Board which is a predecessor organization providing advice to the Department of Public Works. It was explained that street trees have been planted for many years from shrub species that are trained as trees by nursery practice. Mr. Leggitt stated that he upholds his earlier comment related to discarding the distinction between shrubs and trees and considering woody perennials based on their own merits rather than their size or species characteristics.

Mr. Leggitt felt that it would be remiss to exclude a lot of the urban forest as potential landmarks because they are technically shrub species according to more restricted definitions. It was indicated that the Department of Public Works has a precedent that supports considering what we would otherwise call shrubs as part of the tree population. Mr. Leggitt explained that certain shrub species are sometimes used as street trees because they meet street-clearance requirements. The Committee was asked to maintain flexibility in their considerations. It was stated that the Department of Public Works would not enlighten the Committee in any way, and that the Public Works Code definition is appropriately vague.

Coordinator Hui explained that she believes that shrubs that are considered trees can be trained into a tree form and can reach a certain height so they are considered a tree form. It was stated that there are plenty of shrubs that can't be trained in a tree form and should not be considered a tree.

Member Hillan motioned, second by Member Blair that the Committee formally retain for purposes of their activities the definition of a tree provided in Public Works Code 802(x). Chair Boss motioned, second by Member Hillan to table Member Hillan's motion until relevant parties that have used this definition; e.g., the Department of Public Works, could provide feedback before an action is taken (AYES: Chair Boss, Members Griswold and Hillan; NOES: Member Blair; Absent: Member Sustarich). Motion approved—Continued to the Call of the Chair.

- 4. Hearing on Nominations for Landmark Tree Status.** The Landmark Tree Committee will hold a hearing to determine whether the trees nominated at the following addresses meet the criteria for designation as landmark trees (Discussion and Action).

Monterey Cypress (*Cupressus macrocarpa*, located at 2626 Vallejo Street, Assessor's Block 0953, Lot 006. (Explanatory Documents: Nomination Forms and Photos (PDF) http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/Homeownersuppliednominationformandphotos.pdf and Staff Evaluation Form (Word) [http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/LTCevaluationformMeiLing\(1\).doc](http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/LTCevaluationformMeiLing(1).doc))

Howell's Manzanita (*Manzanita hispidula*), located at 115 Parker Avenue, Assessor's Block 1064, Lot 002 (Explanatory Documents: Nomination Form (PDF)

http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/NominationForm.pdf, Photos (PDF) http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/OwnerPhotoCloseUp.pdf and (PDF) http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/OwnerPhotoOverall.pdf and Staff Evaluation Form (Word) http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/LTCEvaluationformMeiLing.doc)

At the conclusion of the hearing, the Landmark Tree Committee will vote on whether to approve or reject the nominations and shall adopt written findings to support its decision to forward to the Urban Forestry Council. The Council will forward approved nominations to the Board of Supervisors for further consideration.

Staff Evaluation—115 Parker Avenue, Howell's Manzanita

Coordinator Hui presented her evaluation of criteria for consideration of the Manzanita for landmark tree status (see Staff Evaluation Form (Word)

http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/LTCEvaluationformMeiLing.doc and stated that the Manzanita is rare, healthy and attractive, but expressed her concern whether the nomination can be considered a tree or a shrub.

Property Owner Presentation

K. Rose Hillson, discussed qualifying criteria for nominating the Manzanita at 115 Parker for landmark tree status as outlined in her nomination form explanatory document (above). Ms. Hillson described the tree's historical, social and cultural significance, importance due to association with a site, how it is a defining or meaningful feature of a neighborhood, serving as a wildlife habitat, and excellent vitality.

Outside Professional Staff Presentation

Mr. Roy Leggitt, Consulting Arborist, stated that he has evaluated the Manzanita, which appears to be a healthy plant and indicated that it is a single stem woody perennial naturally developing in that way, meets all his criteria as a tree just like a lot of other plants do, and is healthy, without major defects or problems. It is in a favorable cultivation environment that has changed and become more favorable with plants and would expect this plant to become larger if more competing plants nearby were removed. Mr. Leggitt stated that the Manzanita could be much older than imagined because competing plants may have caused its suppressed growth. From an arboriculture standpoint, it meets his criteria and is healthy. Mr. Leggitt indicated that the Manzanita is decades old, but it could be on the upper end of the age span or more because these plants grow extremely slowly in their natural settings.

Chair Boss inquired about the health of the Manzanita as he observed potential problems during his evaluation. Dr. Parker stated that these plants have a single cycle of growth each year, flowering in January and February. They put out new growths a couple of months later, roughly beginning in April – June. In late summer, the bark is growing, the wood grows, the old bark splits off, and in the fall the oldest leaves are discarded. That period trails in through the winter depending upon how stressed they were the year before and how much they were able to grow the year before. The Manzanita species is always dropping leaves, which is not indicative of ill health.

Mr. Vasey stated that he and Dr. Parker are working on rewriting the Jepson Manual section on the Manzanita. A discussion was held about identifying which species this Manzanita is because it exhibits the characteristics of three different species. Mr. Vasey indicated that it is possible that this Manzanita is a new species altogether, but would be hesitant to name it as a new species or separate species until another example of this potential species was located.

Committee Evaluation Reports

Member Hillan discussed his Evaluation Report and stated that the Manzanita is a significant plant that should receive protection and care, but would not recommend the Manzanita for landmark status as a tree. Member Blair discussed her Evaluation Report and stated that the Manzanita is a significant landmark whether it is a tree or not, but is not sure whether it can be landmarked at this time. Chair Boss discussed his Evaluation Report and stated that his main concern is whether the Manzanita is a tree and questioned whether the Landmark Tree Committee is the forum for providing protection for this plant. Chair Boss indicated that he would hope that there would be a forum for this plant to receive recognition and protection and is not sure whether the San Francisco Public Works Code has an effective way to deal with this type of situation. It was suggested that recommendations could be made to the Board of Supervisors to create landmark shrub and rare plant criteria.

115 Parker, Manzanita, Committee Evaluation Reports (PDF) (1)

http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/Manzanita115ParkerCommitteeReports.pdf; (2) (Word)

http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/Manzanita%20115%20Parker.doc).

Property Owner Rebuttal

Ms. Hillson stated that she felt the Manzanita is tall enough to be considered a tree.

Discussion and Action by Committee

Member Griswold moved that the Manzanita be recommended to the Urban Forestry Council for approval of landmark tree status, second by Member Blair (AYES: Members Griswold and Blair; NOES: Chair Boss and Member Hillan). Tie vote does not pass. The Manzanita will be forwarded to the Urban Forestry Council without recommendation for consideration at their April 22 meeting.

Staff Evaluation-2626 Vallejo Street, Monterey Cypress

Coordinator Hui presented her evaluation of criteria for consideration of the Monterey Cypress for landmark tree status (see Staff Evaluation Form (Word)

http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/LTCevaluationformMeiLing.doc)

and recommended this tree as a great candidate for landmark tree status. Additional letters of support for landmark tree status were distributed in Committee meeting.

Property Owner's Presentation

Ms. Heyman discussed the merits of the Monterey Cypress and described her reasons for nominating the tree for landmark status; its beauty, age and care it is receiving. Ms. Heyman described her interests in gardening and indicated that she has written essays about garden design. Ms. Heyman reported that an arborist was hired to prune the tree for safety, health, shape, and views.

Committee Evaluation Reports

Member Griswold reported on his favorable impression of the Monterey Cypress tree, but expressed his concern relative to the boundary of the property and inquired about the proximity of the neighbor's property. Ms. Heyman explained that the base of the tree is on her property, but the tree spreads over both properties. Member Hillan discussed his Evaluation Report and stated that the commonness of the tree is a concern, but given the context of this individual tree and its condition, he would recommend landmark tree status. Member Boss discussed his Evaluation Form criteria and stated that he would support landmark tree status. Member Blair indicated that she had seen a Monterey Cypress in the neighborhood which was very tall, in great shape, and in its natural form and because of the commonness of the tree, would like to landmark only the best specimens of Monterey Cypress. Member Blair expressed her hesitation for recommending landmark tree status because the tree is not in its natural form and had been topped.

Committee Evaluation Reports Monterey Cypress, 2626 Vallejo Street (1) (PDF)

http://web1.sfgov.org/site/uploadedfiles/sfenvironmentmeetings/ufc_landmarktree/supporting/2008.2626VallejoCommitteeRpts.pdf and 2) (Word)
http://web1.sfgov.org/site/uploadedfiles/sfenvironmentmeetings/ufc_landmarktree/supporting/2008.Manzanita%20115%20Parker.doc

Staff Rebuttal

Coordinator Hui stated that the tree is a common species, but that large trees in San Francisco are uncommon. The UFORE Report states that 51.4% of all trees in the City have a DBH of less than 6 inches; so large trees, especially large and well cared for trees are a rarity in San Francisco. Coordinator Hui indicated that the tree has been taken care of to protect safety and can live longer in the area that it is located.

Property Owner Rebuttal

Ms. Heyman stated that the tree cutter indicated that the tree has nice spacing, is not experiencing a lot of stress, and would have been concerned if the heavier limb were on the low side pulling the tree down, but luckily, it is the lighter limb.

Discussion and Action by the Committee

Committee Members asked Ms. Heyman whether any of the neighbors had expressed concern for landmarking the tree. Ms. Heyman indicated that there are several letters of support that had been submitted, and her neighbor to the north had not presented their concerns for or against landmarking. It was stated that the neighbor to the north would be doing renovation to their home, and that a tree protection plan is in place.

Upon Motion by Member Hillan and second by Member Griswold, the Monterey Cypress at 2626 Vallejo Street was approved for recommendation to the Urban Forestry Council for landmark tree status. The Council's meeting is scheduled for April 22, 2008. (AYES: Chair Boss, Members Blair, Griswold, and Hillan; Absent: Member Sustarich.)

5. **Approval of Documents for Notification of Landmark Tree Hearings and Discussion of Amendments to Public Works Code Section 810 on Landmark Trees.** The Committee shall discuss Ordinance Amendments approved by the Board of Supervisors on March 25, 2008 and vote on draft notification

documents to forward to the full Council for approval. (Explanatory Documents: Ordinance amending Public Works Code Section 810 (Word)

http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/PublicWorksCodeLandmarkTreesOrd.pdf, Draft Landmark Tree Hearing Notices (PDF)

http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/DraftNoticesLandmarkTreeHrgs.PDF and Examples of DPW Tree Removal Hearing Notice and Urban Forestry Council's Notice to Property Owner of Landmark Tree Nomination (PDF)

http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/ExamplesPropOwnerDPW.pdf) (Discussion and Action).

Coordinator Hui explained that noticing requirements for landmark tree hearings would go into effect on April 20, and for the Council's April 22 meeting, she would have to notice the trees that were heard today. Coordinator Hui explained that if the property is over one acre in size, a sign can be noticed, and if the tree is under one acre, letters are sent to eight adjoining property owners. Deputy City Attorney Malamut reported that the letters comply with recent amendments to the Public Works Code. Coordinator Hui explained that it would be her staff assignment to comply with the noticing requirements.

Upon Motion by Chair Boss, and second by Member Hillan, the Hearing Notices were approved without objection (AYES: Chair Boss, Members Blair, Griswold and Hillan; Absent: Member Sustarich).

6. **Landmark Tree Evaluation Criteria.** The Committee shall continue to discuss redefining landmark tree evaluation criteria and discuss criteria used in other jurisdictions. (Continued from the December 11, 2007 Meeting) (Explanatory Documents: Original Landmark Tree Evaluation Criteria (Word)

http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2007/LandmarkTreeCriteria.doc Evaluation Criteria Revised 050307 (Word) <http://web1.sfgov.org/site/uploadedfiles/LMTEnterarev50307.doc>, Phytosphere Guidelines for Developing and Evaluating Tree Ordinances (HTML) <http://www.phytosphere.com/trccord/heritage.htm> and Jurisdictions' Criteria Forms (PDF)

http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2007/JurisdictionsCriteriaFormsExamples.pdf) (Discussion).

This item was continued to the May 13, 2008 meeting.

7. **Visible Identification of Landmark Trees after Designation.** The Landmark Tree Committee shall discuss methods for visibly identifying trees that have received landmark tree status (Continued from the December 11, 2007 Meeting) (Explanatory Document: Bench marker images (Word) http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/ImagesbenchmarkcrsvisibleidentificationLandmarkTrees.doc (Discussion).

This item was continued to the May 13, 2008 meeting.

8. **New Business/Future Agenda Items (Information and Discussion).**

Chair Boss inquired whether the most current version of the Landmark Tree Evaluation Form is being used by staff as he believes the forms were revised over a period of time to include staff input into tree diameter and height. Chair Boss stated that he thought there should be a correlation between the nomination and evaluation forms. Coordinator Hui indicated that she accessed her form from the Urban Forestry Council's folder of current forms and explained that her staff position does not require her to be an arborist and could not provide the measurements requested. Chair Boss asked that this issue be put on the agenda for the next

meeting. Coordinator Hui asked Committee members to bring explanatory documents for Agenda Items 6 and 7 back to the next meeting in order to conserve resources. Coordinator Hui also reported that the Landmark Tree Map that lists all landmark trees is now included in the San Francisco Environment landmark tree page.

9. Public Comment: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was no public comment at this time.

10. Adjournment. The Landmark Tree Committee meeting adjourned at 6:28 p.m.

The next Landmark Tree Committee meeting is scheduled for Tuesday, May 13, 2008 at 4:00 p.m., Room 421, City Hall.

Approved: June 10, 2008

City and County of San Francisco
Urban Forestry Council
Landmark Tree Committee

NOTICE OF CANCELLED MEETING

Tuesday, May 13, 2008, 4:00 p.m.
Room 421, City Hall

06
11/13/08
Cancelled

The **Tuesday, May 13, 2008, 4:00 p.m. Regular Meeting** of the Urban Forestry Council's Landmark Tree Committee has been **CANCELLED**. The next Regular Meeting is scheduled for Tuesday, June 10, 2008 at 4:00 p.m. at City Hall, Room 421, One Dr. Carlton B. Goodlett Place in San Francisco. An agenda will be prepared and distributed at least 72 hours prior to the meeting. If you have any questions, please contact the Council Secretary at (415) 355-3709. You may also visit our website at http://sf.gov.org/site/sfenvironment_meeting.asp?id=61012 for additional meeting information.

Respectfully submitted by,

Monica Fish, Council Secretary

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Posted: May 7, 2008

City and County of San Francisco
Urban Forestry Council
LANDMARK TREE COMMITTEE
Regular Meeting Notice and Agenda

DOCUMENTS DEPT.

Tuesday, June 10, 2008, 4:00 p.m.
City Hall, Room 421
One Dr. Carlton B. Goodlett Place
San Francisco, CA

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COMMITTEE MEMBERS: Mike Boss (Chair), Carolyn Blair, Steve Griswold, Malcolm Hillan, and Mark Sustarich.

Order of Business

Public Comment will be heard before the Committee takes action on any item.

1. **Call to Order and Roll Call**
2. **Adoption of Minutes of the April 8, 2008 Urban Forestry Council Landmark Tree Committee Regular Meeting** (Explanatory Document: Draft Minutes of the April 8, 2008 Regular Meeting http://sfgov.org/site/sfenvironment_page.asp?id=79115) (Discussion and Action).
3. **Landmark Tree Evaluation Criteria.** The Committee shall continue to discuss redefining landmark tree evaluation criteria and discuss criteria used in other jurisdictions. (Continued from the April 8, 2008 Meeting) (Explanatory Documents: Original Landmark Tree Evaluation Criteria (Word) http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2007/LandmarkTreeCriteria.doc Evaluation Criteria Revised 050307 (Word) <http://web1.sfgov.org/site/uploadedfiles/LMTriterarev50307.doc>, Phytosphere Guidelines for Developing and Evaluating Tree Ordinances (HTML) <http://www.phytosphere.com/treeord/heritage.htm> and Jurisdictions' Criteria Forms (PDF) http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2007/JurisdictionsCriteriaFormsExamples.pdf) (Discussion).
4. **Visible Identification of Landmark Trees after Designation.** The Landmark Tree Committee shall discuss methods for visibly identifying trees that have received landmark tree status (Continued from the April 8, 2008 Meeting) (Explanatory Document: Bench marker images (Word) http://web1.sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/ImagesbenchmarkersvisibleidentificationLandmarkTrees.doc) (Discussion).
5. **New Business/Future Agenda Items** (Information and Discussion).
6. **Public Comment:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.
7. **Adjournment.**

The next Landmark Tree Committee meeting is scheduled for Tuesday, July 8, 2008 at 4:00 p.m., Room 421, City Hall.

11 Grove Street, San Francisco, California 94102

www.sfenvironment.com

Telephone (415) 355-3709 Fax 554-6393 E-mail: SfUrbanForestCouncil@sfgov.org

Public Comment

At this time, members of the public may address the Committee on items of interest that are within the subject matter jurisdiction of the Committee but are not on today's agenda. Public comment will be taken following each agenda item. Each member of the public may address the Committee for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Committee from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agenda item, the Committee is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council Landmark Tree Committee meetings will be held in Room 421, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Committee meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

Know Your Rights Under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Frank Darby, Jr., Sunshine Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 252-3100, fax (415) 252-3112; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: http://sfgov.org/site/sfenvironment_meeting.asp?id=61012 (by following the links by each agenda item), by following the links by each agenda item above, or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. Explanatory documents that are received after posting of this agenda will be available on the website or by request to the Council Secretary at the contact information listed above.

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Commission and the public.

Monica Fish, Council Secretary
TEL: (415) 355-3709; FAX: 415-554-6393

Posted: June 3, 2008

Item #3

Original

San Francisco Urban Forestry Council Criteria for Landmark Tree Evaluation

Pursuant to Ordinance 0017-06 and Public Works Code Section 810, the Urban Forestry Council has developed these criteria for evaluating potential landmark trees in San Francisco.

When evaluating or considering potential landmark trees, please consider the context of the tree within its site location. For example, a tree on PUC land may not have the same community importance that a street or park tree would.

Rare: Unusual species in San Francisco. Also consider rarity in California, North America, world.

Size: Notable size compared to other trees of the same species.

Age: Significantly advanced age (known or estimated).

Historical association: Related to a historic or cultural building, site, street, person, event, etc.

Ethnic appreciation: Particular value to certain ethnic groups in neighborhood or city.

Neighborhood appreciation: Multiple indicators such as letters of support, petition, outdoor gatherings, celebrations adjacent or related to tree, etc.

Planting defines neighborhood character: Contributes to neighborhood aesthetic.

Profiled in a publication or other media: Tree has received print, internet, video media coverage.

High traffic area: High visibility, possible traffic calming effect.

Low tree density: Tree exists in a neighborhood with very few trees.

Extends between multiple properties: High visibility, multiple neighbors share tree.

Accessible from public right-of-way: High visibility.

Important wildlife habitat: Wildlife shelter and/or food (observed or potential).

Interdependent group of trees: This tree forms a supercanopy and removing it may have an adverse impact on adjacent trees.

Erosion control: Tree prevents soil erosion.

Wind or sound barrier: Tree reduces wind speed or mitigates undesirable noise

Prominent landscape feature: A striking and outstanding natural feature.

Character defining form: Tree is an example of good form for its particular species.

Tree condition: Consider overall tree health and structure, and whether or not tree poses a hazard.

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URBAN FORESTRY COUNCIL

CRITERIA FOR LANDMARK TREE EVALUATION (DRAFT)

Pursuant to Ordinance 0017-06 and Public Works Code Section 810, the UFC has developed these criteria for evaluating potential landmark trees in San Francisco. When evaluating or considering potential landmark trees, please consider the context of the tree within its site location. For example, a tree on PUC land may not have the same community importance that a street or park tree would. Use comment sections, as appropriate, to explain or support evaluation. Attach sheets if more space is needed.

Rarity: Unusual species in San Francisco. Also consider rarity in San Francisco (region or ecological zone).

Size: Notable size compared to other trees of the same species.

Age: Significantly advanced in age for this species.

Historical Association: Related to a historic building, site, street, person, event, etc.

Cultural appreciation: Particular value to certain cultural, ethnic or religious group in the city.

Neighborhood appreciation: Multiple neighbors appreciate tree as shown by indicators such as letters of support, petition, outdoor gatherings, celebrations adjacent or related to tree, etc.

Tree ? neighborhood character: Tree contributes significantly to neighborhood aesthetic.

Prominent landscape feature: A striking, and outstanding natural feature.

Profiled in a publication or other media: Tree has received print, internet, video media coverage.

Traffic calming value: Tree is located in an area that has a high volume of vehicular, pedestrian or bike traffic and has a potential traffic calming effect.

Low tree density: Tree exists in a neighborhood with very few trees.

Visible or Accessible from public right-of-way: High visibility and/or access from public property.

Important wildlife habitat: This type of tree has a known relationship with a particular wildlife species or it provides food, shelter, or nesting to specific known wildlife individuals.


Interdependent group of trees: This tree is an integral member of a group of trees, and removing it may have an adverse impact on adjacent trees.

Erosion control: Tree prevents soil erosion

Wind or sound barrier: Tree reduces wind speed or mitigates undesirable noise

Character-defining form: Tree is an example of good form for its particular species.

Tree condition: Consider overall tree health and structure, and whether or not tree poses a hazard

[Return to Provision 31](#)

Guidelines for Developing and Evaluating Tree Ordinances

Defining special trees: heritage, historic, and landmark trees

As noted in our discussion of provision 31, individual trees may be considered important community resources because of unique or noteworthy characteristics or values. Such trees have been described in ordinances as heritage, historic, landmark, legacy, special interest, significant, or specimen trees or various permutations of these terms (e.g., heritage oak, exceptional specimen tree). In some ordinances, trees are simply labeled protected trees (i.e., trees afforded protection by the ordinance). Regardless of the term used, the concept is the same: trees with certain characteristics are singled out for special consideration in the ordinance. Most commonly, one or more of the following criteria are used to define a special status tree:

Size - Some component of tree size, most frequently trunk diameter, may be used to define a special status tree. Most commonly, a given diameter at 4.5 ft above grade (i.e., diameter at breast height or DBH) is used as the size standard. Additional rules are typically needed to handle trees that are multi-trunked or branch below 4.5 ft. Because the relationships between DBH and canopy spread or DBH and tree age vary by species, different tree diameter standards may be applied to different species.

Although a tree diameter standard is fairly objective, the threshold diameter is often set more or less arbitrarily. As such, management decisions based solely on a threshold diameter may not be particularly logical. For example, if the threshold diameter for protecting a tree is 24 inches DBH, a tree with a diameter of 23.9 inches would be ignored, even though it might have a greater canopy spread than a tree with a larger DBH. Furthermore, the measurement of DBH with standard equipment such as diameter tapes or calipers is subject to errors related to trunk or bark irregularities and minor shifts in the location of the measuring device. A tree with a DBH measured as 24.2 inches by one observer could be measured at 23.5 inches by another observer. These problems are minimized when small threshold diameters (e.g., 3 inches) are used.

Other components of tree size, such as maximum canopy spread or height, may also be considered independently or in conjunction with tree diameter. The National Register of Big Trees, maintained by American Forests, uses a point system to rate tree size. Points for each tree are calculated by summing trunk circumference (at 4.5 ft) in inches, tree height in feet, and one-quarter of the average crown spread in feet. This system is used to determine "champion" trees for each species. Some ordinances expressly confer special tree status on state or national champion trees. More local "champion" trees could be defined using the same methods.

Species - Special status may be conferred only to certain species of trees. Special status trees are often, but not always, important locally native species or trees that are associated with the character of a community. Certain species that are relatively rare in an area, whether native or not, may also be granted special status. In some cases, species is used to specifically exempt certain trees from special status regardless of size. For instance, weedy trees such as tree-of-heaven (*Ailanthus altissima*) or trees used for commercial purposes (e.g., fruit trees, plantation lumber or pulp trees) may be excluded from

consideration as special status trees. Unless interspecific hybrids are present in an area or the taxonomy of a species changes, species is probably the most objective criterion used in defining special status trees.

Age - Especially old trees are a link to the past, so many definitions of special status trees include age as a criterion. In practice, tree age is fairly difficult to determine in standing trees unless documentation of tree age exists from historical accounts, photographs, or associations with historical structures. Tree age is sometimes inferred from tree size, especially DBH. However, the relationship between age and DBH varies with species, site quality, management history, and other factors, so DBH is usually only a crude estimator of tree age. Determining age by increment boring is theoretically possible, but is potentially damaging to the tree and is fraught with difficulties if trees are large, have very hard wood, or are decayed in the center.

Historic significance - A tree may be associated with a notable local or regional historical event, person, structure, or landscape. Almost every tree that has been around for a while has some historical significance, whether it is recognized or not. Determining whether the historical significance of a given tree is sufficiently notable is therefore a subjective matter. Historic tree status is typically granted by a governing (e.g., city council) or advisory body (e.g., tree commission). Some ordinances automatically confer historic status on trees designated as historical landmarks by certain other organizations (e.g., historical societies). In addition, ordinances may assign special status to trees dedicated or planted as public memorials.

Ecological value - All trees serve a variety of ecological functions. Certain trees or groups of trees may have especially high ecological value because of their location, size, species, and/or condition. For example, a given tree may be an important roost, nesting site, or food source for certain wildlife species; it may be situated in a site where it plays a critical role in stabilizing soil or providing shade needed by other plant or animal species; it may be an important genetic resource for a local tree population or the species as a whole. Input from trained biologists and ecologists may be necessary to document particular ecological values that may not be obvious to the general public.

Aesthetics - Since beauty is in the eye of the beholder, assigning special status on the basis of aesthetics is always highly subjective. A tree may have special aesthetic value due to its form, whether it is especially perfect and symmetrical or notably craggy and idiosyncratic. Also, the function that a tree serves in a landscape may be sufficient to justify special status; for example, a landmark pair of trees that frame an entrance. In the absence of other noteworthy characteristics, it may be contentious to base special status upon aesthetics alone.

Location - Trees in particular locations may be accorded special status in recognition of the important aesthetic or ecological functions that they serve. Proximity to a thoroughfare can be used to classify a tree as a street tree, which may be accorded special status whether or not it is in the public right-of-way or is under public or private care. Trees located along or within a set distance from watercourses may also be given special status due to their importance in stabilizing streambanks or providing shaded riverine habitat. In some cases, the location of a tree is considered in conjunction with size or species parameters.

Required plantings and retained trees - If trees have been preserved or planted as a requirement of development, the community has a vested interest to ensure that the trees are protected. The purpose of planting and tree retention is to develop mature tree canopy, and this cannot occur if the subject trees are eliminated, ruined by topping or other poor maintenance practices, or replaced frequently with young trees. By explicitly providing special status to such trees in the ordinance, a jurisdiction may be able to provide a higher level of regulatory protection to such trees and increase the penalties associated with

unauthorized damage to or removal of the tree.

Other unique characteristics - This grab-bag term may be added to the list of criteria used to designate special status trees because it is difficult to anticipate all possible situations of significance. For example, a given tree may become a local or regional cultural icon due to an event or apparition that is associated with it. This criterion will again be subjective and typically may be invoked through the approval of a governing body.

Because each criterion above has clear limitations and difficulties, most definitions include a combination of criteria. The following definition include examples of many of the criteria discussed above.

Protected tree includes all of the following:

(1) Private protected tree means any tree with a DBH of six inches or more located on any lot within twenty feet of a street right-of-way (including an approved private street or other access easement) or a tree with a DBH of eight inches or more located within ten feet of any other property line, or a tree with a DBH of twelve inches or more located elsewhere on the lot.

(2) Public protected tree means any tree located on lands owned by the city, or other governmental agencies or authorities, or any land upon which easements are imposed for the benefit of the city, or other governmental agencies or authorities, or upon which other ownership control may be exerted by the city, or other governmental agencies or authorities, including rights-of-way, parks, public areas and easements for drainage, sewer, water and other public utilities, with:

- (i) A DBH of six inches or more located within a city or other governmental right-of-way, or*
- (ii) A DBH of six inches or more and located on any lot within twenty feet of a street right-of-way, or*
- (iii) A DBH of eight inches or more located on any lot within ten feet of any other property line, or*
- (iv) A DBH of twelve inches or more located elsewhere on the lot.*

(3) Exceptional specimen tree means any tree which is determined by the City Council to be of unique and intrinsic value to the general public because of its size, age, historic association or ecological value or any tree designated a Florida State Champion, United States Champion or World Champion by the American Forestry Association. The Chief shall keep a record of all specimen trees so designated and their location.

[Jacksonville, FL: Ordinance code Title XVII, Section 656.1203bb]

As noted in provision 31, special tree status is best targeted at individual trees, typically in areas that do not have natural stands of trees. When stands of trees or patches of forest or woodland are the topic of concern, the approach described in provision 32 (forest and woodland conservation) may be more

appropriate.

[Return to Provision 31](#) | [Tree ordinance web site map](#)

[ISA home page](#) | [Submit comments or suggestions](#)

Overview of other tree preservation programs for Landmark Tree Committee Meeting

Other cities tend to have two types of Landmark/Heritage/Historic tree programs:

1. All tree of a certain type, size or size and type combined, are landmarked automatically
2. Similar to ours, set of criteria and each tree is judged on an individual basis. Sometimes this is a public process, like ours, sometimes it a process internal to whatever department or agency administrators.

Milpitas asks for physical description and historical association.

Vancouver asks if the tree is distinctive in size, species, location, beauty, historic association, function.

Singapore has an online form and asks for a "brief description" including species, size and age. They have another box where a person can add "other reasons for nomination/other comments."

Mountain View is by size as well as three species, which they list by genus only. Quercus, Sequoia, Cedrus.

Palo Alto protects Coast Live and Valley Oaks of certain size.

Utah (state program) asks for size and historic association.

Whangarei, New Zealand asks for similar information to our program: form, rarity, health, physical and ecological contribution provided by the tree, age, size, public accessibility, group interdependency, the role it plays in the setting in which it grows, climactic influences, a landscape feature, historic association, if it has significant scientific or botanical context.

Atherton designates trees in preservation areas, Quercus lobata (Valley), agrifolia (Coast Live), douglasii (Blue). They designate some trees as trees which will not be considered and they don't really give a list of what qualifies, though they do say that these trees are important because they are essential to health, welfare and quality of life of the citizens of Atherton and that they: are beautiful, provide ecological benefits, prevent erosion, protect against flood and landslides, reduce pollution, absorb noise, climate control, reduce wind.

Tennessee (state program) has Landmark and Historic trees. Landmark trees must either be an establish and recognized community feature that's more than 50 years old OR planted as a memorial for an individual, group, event, or cause and be more than 50 years old. Historic trees must have been a "direct witness" to some important event.

Lake Oswego, Oregon indicates that a tree is a Heritage tree if it is special because of its size or age and that it must be healthy.

Stockton, three oak species are automatically landmarked if they reach a certain size.

Lake Forest Park, Washington asks for outstanding age, size or specimen, rarity, historical association interdependency, wildlife habitat.

Jacksonville, Florida designates trees of certain sizes combined with proximity to public rights of way or property lines, and trees deemed "exceptional" by the City Council due to it's age, size, historical or ecological value. Also trees deemed "Champion" by the American Forestry Association.

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City of Milpitas

HERITAGE TREE PROGRAM NOMINATION FORM



The City of Milpitas Heritage Tree Program is established in accordance with the provisions of the City of Milpitas Municipal Code, Chapter 2 – Tree and Planting, Section X-2-4, Permits Required, to help increase public awareness of the important contribution of trees to the residents of Milpitas. The goals of the program are to recognize and designate individual trees or groves of trees to promote appreciation of the trees and their benefit to the community, and to nurture and protect the trees as part of the city's heritage. Please submit the completed form to the following address:

City of Milpitas
Public Works Department
1265 North Milpitas Blvd.
Milpitas, CA 95035
ATTN: Heritage Tree Nomination

1. TREE NOMINATOR:

Name _____
Address _____
City _____ State _____ Zip _____
Phone _____ Fax _____
Email address _____

2. TREE OWNER:

Name _____
Address _____
City _____ State _____ Zip _____
Phone _____ Fax _____
Email address _____

City of Milpitas

HERITAGE TREE PROGRAM NOMINATION FORM



3. Does the present owner support the nomination of this tree? If so, please submit a letter of support from the owner. If not, please explain in the space below.

4. NAME OF TREE(S)

Botanical Name: _____

Common Name: _____

5. LOCATION OF THE TREE(S)

The Tree is located on _____ Private Property or on _____ Public Property
(check one)

Address of property where the tree is located _____

Attach a site map indicating the tree's precise location.

6. PHYSICAL DESCRIPTION

Age _____ Date Planted _____

Diameter at breast height _____ Canopy Spread _____

Health and Condition _____

City of Milpitas

HERITAGE TREE PROGRAM NOMINATION FORM



7. HISTORY AND SIGNIFICANCE OF TREE(S)

Provide a brief account of the history of the tree or group of trees. Include all the important dates, people, events, legends and/or activities associated with the tree(s). Please list who planted the tree and when (if known), followed by all owners, in chronological order, with dates of ownership (if known). Explain the historical significance of the tree(s) to the community. List any other entities (organizations or agencies) that have recognized this tree as historic. Describe any local recognition status given to the tree(s).

8. SUPPORTING DOCUMENTATION

Please attach photographs of the tree(s) and the surrounding area, including copies of any available historic photos. Please include close-up shots of the tree as well as photos giving an idea of the tree's relation to its surroundings. All photos should be identified and dated, and will not be returned. Also, please include any documentation of protective measures (if applicable).

Vancouver

Vancouver Municipal Code

-Return to Chapter 20.770 TREE CONSERVATION

Section 20.770.120 Heritage Trees.

A. Heritage tree inventory.

1. The city shall develop a Heritage Tree Inventory that shall satisfy the criteria of this section. The initial inventory shall be the responsibility of the Urban Forestry Commission as established under VMC 12.02 and shall be updated annually by the Commission. The City Council, Planning Commission, Urban Forestry Commission, neighborhood association, property owner, or any person may recommend to the city that a tree be designated a heritage tree.
2. The heritage tree designation may be applied to a tree or grove of trees.
3. The Urban Forestry Commission shall process additions or changes to the inventory by means of a Type III process as set forth in Section 20.210.060 VMC. In addition to other required notice, the city shall notify each property owner by certified or registered mail when a tree on the owner's property has been proposed for designation to the Heritage Tree Inventory. The notice and a response form shall be mailed at least 30 calendar days prior to the public hearing. If the owner of the property objects to such designation in writing to the Urban Forestry Commission prior to the public hearing or at the public hearing, the designation procedure shall not proceed.
4. After the commission completes its hearing, it shall add the designated tree(s) to the Heritage Tree Inventory if its meets the criteria found in this subsection B below. Decisions of the Urban Forestry Commission may be appealed by any aggrieved party as set forth in 20.210.130 VMC.

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B. Criteria. For any individual tree or grove of trees to be listed as a heritage tree(s), it must be in an apparently healthy growing condition and one or more of the following exist:

1. The tree has a dbh of 36 inches or greater;
2. The tree is included in the City of Vancouver Heritage Tree Inventory as established by the Urban Forestry Commission based on one or more of the following criteria:
 - a. The tree has a distinctive size, shape, or location, or is of a distinctive species or age which warrants a Heritage Tree status; or
 - b. The tree possesses exceptional beauty which warrants a Heritage Tree status; or
 - c. The tree is distinctive due to a functional or aesthetic relationship to a natural resource, such as trees located along stream banks or trees located along ridge lines; or
 - d. The tree has a documented association with a historical figure, property, or significant historical event.
3. A grove may be considered for Heritage Grove Status if it is apparently in a healthy growing condition and one or more of the following criteria:
 - a. The grove is relatively mature and is of a rare or unusual nature containing trees that are distinctive either due to size, shape, species or age; or
 - b. The grove is distinctive due to a functional or aesthetic relationship to a natural resource, such as trees located along stream banks, or trees located along ridge lines; or
 - c. The grove has documented association with a historical figure, property, or significant historical event.

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C. Heritage trees development review.

1. When development is proposed for property which contains a heritage tree, and the planning official determines that the proposed development may affect a heritage tree, the property owner must have a tree preservation plan prepared by a qualified arborist demonstrating how the heritage tree will be protected and preserved. A heritage tree shall be preserved unless the Urban Forestry Commission determines that the tree may be removed based on the criteria for heritage tree removal found in Subsection (D)(1) below.

2. A tree preservation plan shall be composed of the following:

a. A site plan indicating the location of heritage trees.

b. The methods to be used to preserve the heritage trees.

c. If a heritage tree is proposed for removal, a narrative statement outlining the reasons why the heritage tree should be removed from the inventory.

d. A mitigation plan indicating the replacement trees or additional new trees to be placed on the site. The mitigation plan should demonstrate, to the extent possible, that the character of the site will not substantially change as the result of development.

3. Site design adjustments may be allowed in some cases, as follows:

a. The planning official may grant a variance to front, side, and/or rear yard setback standards by up to 20% to retain a heritage tree(s). The adjustment shall be the minimum necessary to accomplish preservation of trees on site and shall not conflict with the City Adopted Building Code or other adopted ordinances or conditions placed on the property.

b. The planning official may grant a 10% variance to the lot size and/or a ten percent variance to the lot width and/or lot depth standards in approving a short plat or other land division if necessary to retain heritage trees. The planning official may accept a preliminary plat application and recommend approval to the hearing body of a plat that

provides for similar variance to lot size, width and depth standards if necessary to retain heritage trees.

D. Removal of a heritage tree.

1. Except for the provisions in Section 20.770.030 VMC, no person may cut or remove a heritage tree without obtaining approval from the Urban Forestry Commission. The tree removal permit shall be approved if one of the criteria is satisfied:

a. Retention of the tree would make reasonable use of the property allowed under the current zoning impractical or impossible in that the development would not be allowed to meet the maximum density allowed by the applicable zoning.

b. The removal is necessary to accommodate a new improvement, structure or remodeled structure, and no alternative exists for relocation of the improvement on the site, or that variances to setback provisions of this Title will not allow the tree to be saved or will cause other undesirable circumstances on the site or adjacent properties.

c. The tree is hazardous, diseased or storm damaged and poses a threat to the health, safety or welfare of the public.

d. The tree has lost its importance as a heritage tree due to damage from natural or accidental causes, or is no longer of historic or natural significance.

e. The tree needs to be removed to accomplish a public purpose and no practical alternative exists.

2. The limb structure, or crown, of a heritage tree may be pruned in any one-year period without obtaining approval from the Urban Forestry Commission, provided that at least 80% of the existing tree crown remains undisturbed.

3. Any person who wishes to prune a heritage tree in excess of 20% of the existing crown shall obtain approval from the Urban Forestry Commission subject to the following conditions:

- a. The protected tree shall be pruned following acceptable arboricultural standards.
- b. The tree shall be pruned in a manner that ensures safety to public and private property and shall be done by a qualified arborist.
- c. Any other conditions necessary to ensure compliance with the requirements of the community development plan.

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Singapore

Nominate A Heritage Tree

About the Heritage Trees Scheme in Singapore

The Heritage Trees Scheme serves to identify, recognise and conserve majestic individual trees in our landscape. Only trees endorsed by the Heritage Trees Panel would be accepted as Heritage Trees. The criteria for endorsement of a Heritage tree include a girth size of 5m, rarity of species, aesthetic, historical significance, cultural reason, social and educational value.

It may take you about five to ten minutes to fill in this form. Any sketches, plans or photos of the tree you wish to nominate will help to expediate your nomination process.

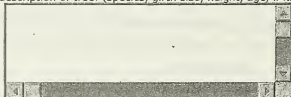
Personal Information (* indicates compulsory fields)

| | | | |
|-------------------------|-----------------------|--------|-----------------------|
| Name* | <input type="text"/> | | |
| Contact * | <input type="text"/> | Home | |
| | <input type="text"/> | Office | Mobile |
| Email Address * | <input type="text"/> | | |
| Fax | <input type="text"/> | | |
| Address * | <input type="text"/> | | |
| Do you own the tree ? * | <input type="radio"/> | Yes | <input type="radio"/> |
| | | | No |

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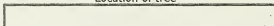
Information of Nominated Tree

Brief description of tree: (species, girth size, height, age, if known)*



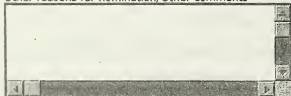
Girth size refers to the trunk circumference of the tree, measured at a height of 1 m from ground.

Location of tree *



If there are sketches, plans or photos you wish to send us, please click [here](#) to send a direct email attachment of your document(s).

Other reasons for nomination/Other comments



If you prefer mail or fax option, please print this page and have your entries mailed/faxed to :

Secretariat

Heritage Trees Panel

c/o National Parks Board

Parks Management (or should change to Operations Department?)

Headquarters (Raffles Building)

Singapore Botanic Gardens

1 Cluny Road, Singapore 259569

Fax: 65 (6762 1383)



Mountain View, CA

How do I know if I have a Heritage tree?

Mountain View's City Code defines a "Heritage Tree" as any tree that has a trunk with a circumference of forty-eight inches (48") or more measured at fifty-four inches (54") above natural grade. Three species, quercus (oak), sequoia (redwood) or cedrus (cedar) are considered "Heritage" if they have a circumference of twelve inches (12") measured at fifty-four inches (54") above natural grade.

What responsibility do I have if there is a Heritage tree on my property?

Mountain View's ordinance states that if you own or control real property in the City, you are responsible for maintaining and preserving all Heritage trees in a state of good health. It is against the City ordinance to willfully injure, damage, destroy, move or remove a Heritage tree unless granted a removal permit by the City.

How do I obtain a removal application for a Heritage Tree?

You can obtain an "Application for Heritage Tree Removal Permit" by doing one of the following steps:

- Contact the Forestry Division (650) 903-6273
- Send an email at parks@mountainview.gov (the form is available as a PDF).
- Download and print [Heritage Tree Application](#)

There are no fees associated with the permit process.

What information is required on the application?

A completed application will provide staff with contact information as well as the number, species, size and exact location of the tree(s) involved. You'll also need to provide a brief statement on the application of the reason(s) for the requested action.

What happens after I submit an application?

Staff will review the application, make a site visit to evaluate the tree(s) and make a decision on the application. Typically, notice of the decision will be posted on the tree for a ten (10) day period and mailed to the property owner. If there are no appeals to the decision, the removal permit will be issued by the City.

What is the appeal process?


Any person aggrieved or affected by a decision to remove or deny removal of a Heritage tree may appeal the decision during the ten (10) day posting period. A letter stating the reason(s) for the appeal must be submitted to the City Clerk's Office. There is a Fifteen Dollar (\$15) fee for filing an appeal. An appeal automatically stops any action on the tree until the Urban Forestry Board hears the appeal at a public meeting. The Board's decision on an appeal is final.

What happens once a removal permit has been Issued?

A Heritage Tree Removal Permit is valid for up to two (2) years from date of issue. After the tree(s) is removed, the owner is typically required to plant a new 24-inch box tree(s) or pay an in-lieu fee of two hundred fifty dollars (\$250) to the City of Mountain View for each tree removed. These funds are used to plant new trees in City parks, medians and public areas. The property owner may choose the replacement species and planting location for the new tree(s).

What if I have additional questions?

If you would like more information about Mountain View's [Heritage Tree Ordinance](#) (Chapter 32 Article II) or have questions about street trees, you can contact the Forestry Division at (650) 903-6273 or by e-mail at parks@mountainview.gov



PALO ALTO, CA

HERITAGE TREE ORDINANCE

Canopy's Summary of Palo Alto Ordinance No. 4362

The following summary is intended to merely outline the main points of the ordinance. It is not legal advice, nor has the wording of this summary been reviewed by City staff. If you think you may be affected by the ordinance, you should read the official wording in its entirety. You may request a copy from the City Clerk's office. The full text is also available here.

What Trees are Protected?

- All Coast Live Oaks (*Quercus agrifolia*) 11.5" or greater in diameter (measured at 54" above the natural grade level -- roughly "chest height")
- All Valley Oaks (*Quercus lobata*) 11.5" or greater in diameter
- Individual trees of any size and species which are specially designated by the City Council as "Heritage Trees." To receive such a designation, a tree must be an outstanding specimen, especially old or large, or of distinctive form, location, or historical significance. The Council may be asked to reverse its designation of a Heritage Tree.

What Does "Protected" Mean?

The following actions are illegal:

- Removing a protected tree
- Damaging a protected tree, for example, by excessive pruning or overwatering

Details are described in the Tree Technical Manual.

What is the Tree Technical Manual?

The City of Palo Alto's Tree Technical Manual provides details about how protected trees must be maintained and cared for during building and construction. It specifies particular practices for builders and owners of protected trees. The manual is, in essence, a detailed extension of the ordinance.

What are the Exceptions for Removal?

- A protected tree can be removed if it is dead, dangerous, or a nuisance, as attested by an arborist's report, submitted to the City and paid for by the tree owner.
- A protected tree in or very close to the "building area" of an approved single family residence design can be replaced by another tree.
- A protected tree can be removed if its presence reduces the building area of the lot by more than 25%.

How does the Ordinance Affect Building Permit Applications?

Building plans must show protected trees on the property and within 30 feet of it in neighboring yards.

What are the Penalties for Violations?

- The City can halt a construction project.
- The City can fine up to \$5000 or the replacement value of a removed protected tree, whichever is greater.

written by Bill Courington and edited by Debbie Mytels



Mail completed form and photographs to:
Meridith Perkins, Urban Forestry Coordinator
Utah Division of Forestry, Fire & State Lands
P.O. Box 145703
Salt Lake City, UT 84114-5703
Questions to Meridith Perkins at (801) 538-5505 or MeridithPerkins@utah.gov

UTAH HERITAGE TREE NOMINATION FORM

Name of Person Submitting Nomination _____

Address _____
Street City State ZIP

Daytime Phone _____ Email _____

TREE SPECIES

I am nominating (check one): ☐ Individual Tree ☐ Group of Trees

Common Name of Tree(s) _____

Latin Name (if known) _____

MEASUREMENTS

Estimate height in feet and diameter at breast height (circumference at 4.5')

Estimated Height: _____ feet Diameter at breast height (DBH): _____

LOCATION OF TREE(S)

Please be specific; use legal description, street address, or other description

TREE OWNER

Name of Tree Owner _____

Street City State ZIP Phone Number

HISTORICAL SIGNIFICANCE

Please describe in detail why this tree is famous or unique

JP

14 Heritage Trees

14.1 Significant Issues

The damage and destruction of heritage trees can significantly affect the heritage, cultural, amenity and natural values of an area.

14.2 Overview

Trees serve as reminders of past generations and their achievements, and provide a sense of continuity and identity for the community. As such, they are a significant component of the heritage and amenity values of the District. This is particularly so in urban areas that are faced with continuous demand for intensive land development.

The heritage, amenity and natural values associated with these trees makes many of them deserving of protection. The majority of these significant trees are located on private land. Several are located in roads and parks which are publicly owned. An important factor in maintaining the unique heritage character of the District is the continued and healthy existence of trees of heritage value.

Trees, whether individually or collectively, can have a number of positive effects on the environment. These include:

- A heritage and natural environmental legacy we will leave for future generations;
- A pleasant outlook for a site and the surrounding area, whether it be in a residential, commercial or industrial location, by softening, complementing and in some instances contrasting with the built environment;
- A safe habitat for birds, insects and other wildlife;
- Shelter from the elements for humans, wildlife and other vulnerable elements of the environment;
- Avoidance or mitigation of the effects of natural hazards, such as landslips and erosion;
- Atmospheric processes by recycling moisture, absorbing carbon dioxide and giving off oxygen, and by settling and gathering airborne dust.

14.3 Objectives

The protection and enhancement of trees that make a significant contribution to heritage values.

Explanation and Reasons: Trees that possess heritage values contribute to the identity of the District and to the well-being of the people who reside here. Development and other activities need to avoid adversely affecting these trees and the values associated with them.

14.4 Policies

14.4.1 Identification

To identify trees of heritage value to the community in the Plan. Consideration is given to the criteria set out in Schedule 14A to determine whether trees are worthy of protection:

Explanation and Reasons: This policy reflects the need to identify and protect trees within the District that possess heritage value to the community. Identifying individual trees or stands of trees that are significant by listing them in an appendix and identifying them on the Planning Maps, will result in greater public awareness of the importance of the trees. Such identification will also provide increased opportunities for management and protection of the heritage trees. It will allow for voluntary management by landowners and enforceable rules regulating activities involving listed Heritage Trees. Trees of significance to tangata whenua will be identified in Iwi/Hapu Environment Management Plans.

14.4.2 Destruction

To ensure that no subdivision, use or development should result in destruction of, or adverse effects on, Heritage Trees, in particular adverse effects on:

- The long term life of the tree;
- The heritage and amenity values of the tree.

Explanation and Reasons: Heritage Trees are an important heritage resource in the District, and as such their destruction, or modification in any way, is not considered to be desirable. Work undertaken on, or in the vicinity of, the trees should not endanger the trees or endanger people's health and safety. Development in the vicinity of a heritage tree can detract from its character. Therefore, development in the vicinity of a heritage tree can detract from its character. Therefore, development needs to be undertaken with care and sensitivity.

14.4.3 Trees of Significance to Tangata Whenua

To ensure that subdivision, use or development does not adversely affect the cultural values of trees of significance to tangata whenua.

Explanation and Reasons: Certain trees have Maori cultural value and can be tapu. Certain trees were set aside for specific cultural purposes and some of these are still standing today.

14.4.4 Cross Boundary Effects

To administer the heritage tree protection provisions in a manner which recognises that works may be required at times to avoid significant loss of daylight to adjoining properties, and/or damage through falling branches and root growth; provided that the amenity value and health of the tree is not compromised.

Explanation and Reasons: This policy seeks to ensure that cross-boundary effects as set out in the Property Law Amendment Act 1975 are duly recognised in administration of the heritage tree protection provisions.



14

14.5 Methods

14.5.1 Regulatory Methods

- Identification of Heritage Trees on the Planning Maps (Policy 14.4.1).
- Resource Area rules relating to trimming and removal of Heritage Trees and activities near Heritage Trees (Policy 14.4.2).
- Resource consent conditions (Policy 14.4.2).
- Heritage Orders (Policy 14.4.2).

14.5.2 Other Plans and Legislation

- Identification of trees of significance to tangata whenua in Iwi/Hapu Environmental Management Plans (Policy 14.4.3).

14.5.3 Information, Education and Advocacy

- Liaison with other organisations involved in resource management, for example: Transit New Zealand, the New Zealand Historic Places Trust (Policy 14.4.1).
- Liaison with iwi authorities and tangata whenua (Policy 14.4.3).
- Educate and inform owners and the public about the trees (Policy 14.4.1).
- Promote voluntary protection of Heritage Trees through the use of protective covenants under the Historic Places Act 1993 (Policy 14.4.1).
- Provide guidelines on trimming and care of Heritage Trees (Policy 14.4.4).

14.6 Anticipated Environmental Results

The following results are expected to be achieved by the foregoing Objectives, Policies and Methods. The means of monitoring whether the Plan achieves the expected outcomes are set out in the Whangarei District Council Monitoring Strategy.

- The recognition and identification of heritage trees of significance to the District.
- The protection of heritage trees to a level appropriate to their significance to the District.
- Nearby land use and development that is cognisant of, and sympathetic to, recognised heritage trees.
- The recognition, identification and protection of heritage trees of significance to Maori.

Schedule 14A - Criteria for Heritage Tree Classification*

To provide a basis for regulatory measures to protect trees of heritage value, and to enhance public awareness of them. Selection and listing of trees of heritage value in this Plan has taken into account the following factors:

1. Form

The tree should have good form, be reliable in structure and a good example of the species.

2. Occurrence of the Species

How common or rare the tree is within the District, regional and national context.

3. Vitality

The assessment of the health of the tree.

4. Function

The physical and ecological functioning and contribution of the tree. This factor also includes recognition of the local adverse effects of the tree.

5. Age

The loss of a mature tree leaves a time lapse before another tree will fulfil similar functions and achieve the same values. This factor also recognises the tree's natural life expectancy.

6. Stature

The height and canopy spread of a tree can have a significant influence on its visual impact.

7. Visibility

The amenity value of the tree and its accessibility to the public.

8. Proximity of Other Trees

The singularity of a tree can be more important than a group of trees.

9. Role in Setting

The visual and spatial qualities surrounding the tree in its setting. Many trees are significant landmarks in the District.

10. Climatic Influence

The influence of a tree on the microclimate, e.g. shade, shelter and temperature control.

11. Feature

Trees of exceptional proportions, or tree forms of special interest.

12. Historic

The association of the tree with historic events, people and significant periods in the development of the District.

13. Scientific and Botanical

The significance of the tree in a scientific or botanical context, having particular regard to rarity, representativeness and endemism. This factor also recognises trees of unusual genetic or morphological form.

* A Standard Tree Evaluation Method (STEM), Ron Flook, 1996

Each of the factors is scored, and then a total score is calculated for each tree, in accordance with the Council's Standard Tree Evaluation Method.

Trees scoring 100 points or greater are listed as heritage Trees in Appendix 2 of this Plan.





Chapter 8.10 REMOVAL OF AND DAMAGE TO HERITAGE TREES

Sections:

8.10.010 Statement of findings.

8.10.020 Definitions.

8.10.030 Prohibitions and protections.

8.10.040 Permit process.

8.10.050 State tree care license.

8.10.060 Violation—Penalties and remedies.

8.10.010 Statement of findings.

The town finds and declares as follows:

- A. The town is endowed and forested by oaks, bay and other trees.
- B. The preservation of these trees is essential to the health, welfare and quality of life of the citizens of the town to:

1. Preserve the scenic beauty of the town and to ensure the privacy of its citizens;

2. Maintain ecological balance;

3. Prevent erosion of topsoil;

4. Protect against the hazards of floods and the risk of landslides;

5. Counteract air pollutants and oxygenate the air;

6. Absorb noise;

7. Maintain the climatic and microclimatic balance; and

8. Decrease high wind velocities. (Ord. 462 § 1(A), 1991; Ord. 444 § 1, 1989)

8.10.020 Definitions.

As used in this chapter:

A. "Heritage tree" means either:

1. A tree, located in the tree preservation area, or a native oak tree (*Quercus lobata*, *Quercus agrifolia* or *Quercus douglasii*) located anywhere on a lot, which has a trunk circumference of forty-eight inches or more, when measured forty-eight inches above the natural grade;

2. A tree so designated by the city council, based upon findings that the particular tree is unique and of importance to the public due to its unusual age, appearance, location or other factors;

3. The trees listed below shall not be classified as heritage trees:

Acacia baileyana—Bailey Acacia

(*Mimosa*)

Acacia decurrens—Green Wattle

Acacia melanoxylon—Black Acacia

Ailanthus altissima—Tree of Heaven

B. "Tree preservation area" means the area outside the building area of the lot, as defined in Section 17.08.080 of this code.

C. "Damage to a heritage tree" means any action, in the judgment of the building official or town arborist, which will cause damage to its health including, by way of

example, but not limited to, excess pruning, topping, cutting, girdling, poisoning, over-watering, unauthorized relocation or transportation of a tree, or trenching, excavating, altering the grade, compaction or paving near the tree. (Ord. 533 § 1, 2002; Ord. 462 § 1(B), 1991; Ord. 444 § 2, 1989)

8.10.030 Prohibitions and protections.

A. No person shall remove a heritage tree unless a permit has first been issued in accordance with Section 8.10.040.

B. All heritage trees must be shown and designated on every plot map that may be required by the town in connection with any application for subdivision, variance, use permit, or building permit. In addition, a heritage tree protection and preservation plan may be required with each application. The heritage tree protection and preservation plan shall be prepared by a certified arborist to assess impacts to trees, recommend mitigation to reduce impacts to a less than significant level and identify construction guidelines to be followed through all phases of a construction project. Detailed standards and specifications for the implementation of a heritage tree protection and preservation plan can be found in the town's current tree preservation guidelines, standards and specifications.

C. It is unlawful for any person to damage or harm a heritage tree by any means whatever, including, without limitation, those actions defined in Section 8.10.020 (C).

D. The provisions of this chapter shall not be deemed to repeal or otherwise affect the provisions of Chapter 8.08 of this code, relating to dead or dangerous trees. (Ord. 547 § 1, 2004; Ord. 533 § 2, 2002; Ord. 522 § 1, 2001; Ord. 444 § 3, 1989)

8.10.040 Permit process.

A. The application for a heritage tree removal permit shall be filed with the building department on a prescribed form. The building department may require the applicant, at the applicant's expense, to furnish a written report from a licensed tree expert acceptable to the building department.

B. If the tree which is the subject of the application meets the requirements as set forth in this section based upon a review of the permit application and the inspection report, then the building department may grant the permit, conditionally grant the permit specifying mitigation requirements, deny the permit, allow a portion of the proposed work in the permit application to be done, or refer the application to the planning commission. The building department may attach reasonable conditions to ensure compliance with the intent and purpose of this chapter such as, but not limited to, requiring replacement of the tree or trees removed with plantings acceptable to the building department. Denial of the application may be appealed to the planning commission. In making the determination of which action to approve, including whether or not to refer the application to the planning commission, an authorized representative of the building department shall inspect the tree and make a determination based on the following criteria:

1. The probability of failure which is a function of tree and site conditions such as, but not limited to, structural defects, presence of disease, species history, age or remaining life span, and varying weather conditions. The probability of personal injury or significant property damage as a function of proximity to existing structures and objects of value and interference with utility services;

2. The number, species, size and location of existing trees in the area and the

effect of the requested removal upon shade, noise buffers, protection from wind damage, air pollution, historic value, scenic beauty, health, safety and general welfare of the area and town as a whole;

3. Good forestry practices such as, but not limited to, the number of healthy trees a given parcel of land will support.

C. If referred by staff, or a decision by staff is appealed by the applicant, the application shall be heard and considered at a public meeting of the planning commission. Each application for a heritage tree removal permit shall be accompanied by a fee in an amount as set by resolution of the city council sufficient to cover all costs of processing the permit. The application for a planning commission review shall contain the following:

1. A legal description and accurate map showing the location of the property for which the permit is sought and the location of the tree for which the permit is sought and all other heritage trees on the subject parcel;

2. The names and addresses of the applicant and record owner of the subject property, and of the record owners of each parcel contiguous to the subject property, and of each parcel across any street from the subject property any part of which is encompassed within the projected side lines of the subject parcel. The applicant shall furnish to the town a stamped plain No. 10 envelope addressed to each such owner;

3. A photograph of the subject tree or trees;

4. A statement of the reason for requested removal, the species of the subject tree, and the circumference at forty-eight inches above natural grade of the subject tree;

5. Such additional information as the building department may deem necessary.

D. The application shall be heard and considered at a public meeting of the planning commission. Notice of the meeting shall be mailed by the town at least ten days before the meeting to the owners of each property described in subsection (C) (2) of this section.

E. At the public meeting, the planning commission shall hear all evidence presented, and shall grant the heritage tree removal permit unless it finds that the removal of the subject tree would be contrary to the purpose and intent of the general plan of the town.

F. At the discretion of the planning commission, for each heritage tree permitted to be removed the permittee may be required to plant three trees of fifteen-gallon container size, or two trees of twenty-four-inch box container size, or one tree of fifteen-gallon container size and one tree of thirty-six-inch container size. Where native heritage oak trees are allowed to be removed from within

the buildable area, they shall each be replaced with one or more trees of forty-eight-inch container size of native oak species at a location approved by the planning commission. The planning commission may also attach other reasonable conditions to ensure compliance with the intent and purpose of this chapter.

G. The decision of the planning commission on any application for a heritage tree removal permit may be appealed to the city council in accordance with the procedures contained in Chapter 17.64 of this code.

H. It is strongly recommended that the trees listed below not be planted in the town of Atherton:

Acacia baileyana—Bailey Acacia

Acacia decurrens—Green Wattle

Acacia melanoxylon—Black Acacia

BO

Ailanthus altissima—Tree of Heaven
Eucalyptus globulus—Blue Gum Eucalyptus
Pinus radiata—Monterey Pine

(Ord. 533 § 3, 2002; Ord. 522 § 2, 2001; Ord. 484 § 1(A)–(C), 1994; Ord. 462 § 1 (C)–(J), 1991; Ord. 444 § 4, 1989)

8.10.050 State tree care license.

Except for the property owner, no person shall perform any removal of any heritage tree for hire within the town of Atherton without a valid state tree care license as required by the state of California. (Ord. 484 § 1(E), 1994)

8.10.060 Violation—Penalties and remedies.

A. Any person causing a heritage tree to be removed or damaged in violation of this chapter shall submit a fee as determined by city council resolution to be deposited into a fund for the planting and maintenance of community trees, as a civil penalty in addition to the penalties as outlined in Chapter 1.20.

B. As part of a civil action brought by the town, a court may assess against any person who commits, allows, or maintains violation of any provision of this chapter a civil penalty in an amount not to exceed five thousand dollars per violation. Where the violation has resulted in removal of a tree, the civil penalty shall be in an amount not to exceed five thousand dollars per tree unlawfully removed, or the replacement value of each such tree, whichever amount is higher. Such amount shall be payable to the town as described in subsection A of this section. Replacement value for the purposes of this section shall be determined utilizing the most recent edition of the Guide for Plant Appraisal. A civil action may be commenced to abate, enjoin, or otherwise compel the cessation of violation of any provision in this chapter. In a civil action brought pursuant to this chapter in which the town prevails, the court may award to the town all costs of investigation and preparation for trial, the costs of trial, reasonable expenses including overhead and administrative costs incurred in prosecuting the action, and reasonable attorney fees.

C. Upon any guilty plea or judgment or conviction, in any criminal proceeding brought for the violation of this chapter, the defendant is entitled by law to probation, then the court may require the payment to the town of the costs and expenses as described above and the code provision incorporated by reference as one of the conditions of such probation.

D. The violation of any provision contained in this chapter shall be subject to the penalties or remedies as described herein and any other remedies authorized by the town of Atherton Municipal Code, including, but not limited to, the following:

1. Requiring that the violator obtain a tree removal permit for the previously conducted unlawful activity, including one or more of the following conditions as appropriate:

a. The violator shall replace each unlawfully removed tree with one or more new trees which can be accommodated on the site of the violation according to the town arborist and, in the opinion of the town arborist, will provide equivalent value in terms of cost (as determined pursuant to a certified arborist's calculation of the value of the removed tree(s) in accordance with the latest edition of the Guide for Plant Appraisal published by the Council of Tree and Landscape Appraisers (adopted by reference)), aesthetic and environmental quality, size, height, location, appearance and other characteristics of the unlawfully removed tree; or

b. Where replacement trees cannot be accommodated on-site according to the town arborist, or cannot provide equivalent aesthetic or environmental quality of removed tree(s) on site, the violator shall either plant replacement trees off-site as designated by the town arborist or make a cash payment as described in subsection B of this section, or any combination thereof, in accordance with the following:

i. To the extent that a cash payment is required for any portion or all of the value of the removed tree, such payment shall be doubled to reflect the estimated installation costs that would be incurred if replacement trees are planted; and

ii. To the extent that the planting of off-site replacement trees is required, the retail cost of such trees, as shown by documentary evidence satisfactory to the town arborist, shall be offset against the value of the removed tree, but no credit shall be given for transportation, installation, maintenance and other costs incidental to the planting and care of the replacement trees; or

c. Where the unlawful activity did not result in tree removal, but did result in tree damage, the violator shall enhance the condition of the remaining trees or portions of trees according to good forestry practices which, in the opinion of the town arborist, will provide equivalent value in terms of damage to the tree(s), aesthetic and environmental quality, size, height, location, appearance and other characteristics of the unlawfully damaged tree; provide equivalent enhancement of the condition of trees off-site or make a cash payment to the fund described in subsection A of this section (based on the town arborist's calculation of the equivalent value of the unlawful damage to the tree).

2. Any person who is required to plant replacement trees on-site pursuant to this section shall permanently maintain such trees in a good and healthy condition to ensure permanent establishment of any such tree(s), as determined by the town arborist. Such person shall post a maintenance bond or security deposit in a form prescribed by the building official and execute a maintenance agreement with the town, which shall be recorded in the office of the county recorder.

E. All remedies provided in this section shall be cumulative and are not exclusive. (Ord. 565 § 1, 2006; Ord. 533 § 4, 2002; Ord. 490 § 16, 1996; Ord. 484 § 1(D) (part), 1994; Ord. 444 § 5, 1989)



TENNESSEE LANDMARK AND HISTORIC TREE REGISTER

NOMINATION APPLICATION

I. Type of designation: ☐ Landmark* ☐ Historic**

*A Landmark Tree must meet one of the following requirements (please mark which)

☐ The tree(s) is/are commonly recognized as an established and familiar feature of the community, or can be confirmed as a significant part of the community's heritage.

☐ The tree(s) was/were planted by, or as a memorial to, or associated with, a nationally, regionally, or state recognized individual, group, event, or cause, and is confirmed to be more than 50 years old.

**A Historic Tree must meet the following requirement (please mark)

☐ The tree(s) was/were a direct witness to a historic event or cultural movement that was significant nationally, regionally, or within the state and can be confirmed to date to that time.

II. Application is for a: ☐ Single tree ☐ Group of trees

III. Location (give street address if available and include directions to the tree)

Street Address: _____

City: _____ Zip: _____

County: _____

GPS coordinates if available _____ Latitude _____ Longitude

Directions to tree (attach a map if possible):

IV. Historic or landmark narrative

Attach a historic narrative that gives a factual account of the history of the tree or group of trees and the surrounding area, which gives the tree(s) its significance. Include important dates, people, events, legends, activities, etc. associated with the tree. (attach additional sheet if necessary)

V. Ownership of tree (If organization, corporation, government, or non-profit, include contact name and title)

Name: _____

Address: _____

City: _____

Phone: _____ Email _____

VI. Name By Which Tree is Known: _____

Why is the tree so named? _____

VII. Tree(s) Description

1. Health of tree or group of trees

_____ Excellent (no visible or known defects or health problems)

_____ Good (appears in good health with only minor defects)

_____ Fair (appears in average health with some obvious defect)

_____ Poor (trees in noticeable decline)

_____ Bad (tree is in severe decline)

2. Species (include at least the common name, and genus and species if possible, i.e. Black Walnut, *Juglans nigra*)

Common Name: _____

Scientific Name: _____

Handwritten signature

3. Measurements (provide if possible)

- Trunk circumference at 4 ½ feet above ground: _____ inches
- Total tree height: _____ feet
- Average crown spread (feet from trunk): _____ feet
- Age: _____ years (if known)

4. Defects (give short description or mark "none")

- Hazardous Limbs: _____
- Major wounds: _____
- Decay: _____
- Soil erosion: _____

5. Land use: ☐ Residential ☐ Commercial ☐ Woodland ☐ Farmland

6. **Photographs (A set of non-returnable color prints of the tree(s) is required with the application). Maps or diagrams of locations are also helpful.**

VIII. Applicant Information

Name: _____

Title and Organization: _____

Address: _____

Telephone: _____ Email: _____

Date of Application: _____

ATTACHMENTS (photographs, maps, pertinent documents)

Although the Tennessee Urban Forestry Council encourages the owner of each Landmark and Historic Tree to give it proper arboricultural care, the Tennessee Urban Forestry Council does not certify the tree as being safe or without hazard for the visiting public.

Mail complete application to: The Tennessee Urban Forestry Council
c/o Jennifer Smith, Executive Director
6820 Cloudland Drive
Nashville, TN 37205

[Handwritten signature]



City of Lake Oswego Heritage Tree Program

Lake Oswego is a beautiful place to live. A great deal of its charm is due to the number of large and distinctive trees that landscape our community.

Why a Heritage Tree program

In November, 1997, the Lake Oswego City council established the Heritage Tree Program. The primary aim of the program is to educate citizens about the importance of trees through protection and recognition.

What is a Heritage Tree?

A heritage tree can be one tree or a grove of trees that is special because of its age or size. Historical or landmark trees can also be heritage trees. A heritage tree must be healthy.

How Can You Get Involved?

Anyone can nominate a tree for heritage designation. You must be or have the permission of the property owner. You can also nominate a tree on City property. Just fill in the short nomination form and the Natural resources Advisory Board and a certified arborist will review the nominations. Heritage trees will be announced annually.

Now that its Official

Once a tree is designated a heritage tree, a plaque is installed near the tree. The property owner also agrees to record the tree's designation on the land title. A heritage tree may be removed, if necessary, under a Type II, City Tree Cutting permit. The City will keep a list and create a brochure to honor Lake Oswego's Heritage Trees.

For more information about Lake Oswego's Heritage Tree Program, please contact Jonna Papaefthimiou, at (503) 675-3990, or email to jonna_p@ci.oswego.or.us OR visit our website at: <http://www.ci.oswego.or.us/plan/program.htm> and follow the "Natural Resources" link.





Heritage Tree Nomination Form

Person Nominating Tree:

Property Owner (If other than nominator):

Name

Name

Address

Address

Phone (Day)

Phone (Day)

Signature of property owner giving approval of nomination

Date

TREE DESCRIPTION

1. Check one: Single Tree _____ Stand of Trees _____ If stand, how many: _____
2. Species of Tree (common, botanical or historical name): _____
3. Location: Street address _____

Use the space below to provide a description or sketch of the approximate location of the tree or stand of trees on the site.

4. Why should this tree be considered for designation as a Heritage Tree? Describe the history of the tree and note any outstanding features or other significant details. Attach additional pages or materials if desired.

5. Size of tree: **Height** _____
(Use your best estimate or measure the height with any instrument commonly used by foresters. A "clinometer" is the standard instrument used to determine tree height.)

Average Crown Spread _____
(Set a stake under the edge of the crown farthest from the tree and another directly opposite it at the outer edge of the crown on the other side of the tree and measure the distance.)

Circumference _____
(The circumference of the tree is measured at a point approximately four feet over the ground.)

6. Age of tree (in years): -Cite how you estimate age: _____

7. Condition: Are there any known problems with the tree (disease, structural conditions, requires corrective pruning?) Yes _____ No _____ If yes, please describe:

8. Photograph: Please attach a photograph of the tree in the space below.

Lake Oswego Heritage Trees



| | Year | Species | Address | owner |
|-----|------|-------------------|---|---------|
| 1. | 1998 | White Oak stand | west of Galen Rd., south of Crestfield Ct. | Private |
| 2. | 1998 | Deodar Cedar (2) | 302 Furnace | Private |
| 3. | 1998 | White Oak | 1421 Greentree Circle | Private |
| 4. | 1998 | Giant Sequoia | 16686 Maple Circle | Private |
| 5. | 1998 | Douglas fir | 141 Leonard Street (Peg Tree) | Private |
| 6. | 1998 | Black Walnut | 1018 Laurel St. | Private |
| 7. | 1998 | Black Walnut | 13041 Knaus Rd. (ROW) | City |
| 8. | 1998 | Western Red Cedar | between 868 and 832 9th St. (ROW) | City |
| 9. | 1998 | Sugar Maple | 3 rd / C Avenue (ROW) | City |
| 10. | 1998 | American elm | 1 st between B and C Avenues (ROW) | City |
| 11. | 1999 | European Beech | 1250 Sunningdale Road | Private |
| 12. | 1999 | Douglas fir | Behind 501 Country Club (Iron Mountain ROW) | City |
| 13. | 2001 | Giant Sequoia | 3025 Stonebridge Way | Private |

Stockton Municipal Code

Chapter 5 - PUBLIC WELFARE, MORALS AND POLICY

Part IV TREES, WEEDS, BUSHES, HEDGES, ETC.

Division 4 HERITAGE TREES

SEC. 5-037. INTENT AND PURPOSE:

The intent and purpose of this Division is to promote the health, safety and welfare of the citizens of the City of Stockton by providing for the protection and preservation of heritage trees located within the City limits. The protection and preservation of heritage trees will promote scenic beauty, reduce soil erosion, improve air quality, abate noise and provide shade to reduce energy consumption.

(Added by Ordinance 007-90C.S. — Effective April 26, 1990)

SEC. 5-038. DEFINITIONS:

1. HERITAGE TREE: As used in this Division, "heritage tree" shall mean any *Quercus lobata* (commonly known as "Valley Oak") *Quercus agrifolia* (Coast Live Oak), and *Quercus wislizenii* (Interior Live Oak) tree which is located on public or private property within the limits of the City of Stockton, and which has a trunk diameter of sixteen (16) inches or more, measured at twenty-four (24) inches above actual grade.

2. EFFECTIVE REMOVAL: As used in this Division, "effective removal" includes, but is not limited to, any extreme pruning which is not consistent with standard Arboriculture practices for a healthy heritage tree and which results in its permanent disfigurement, destruction, or its need for removal for public safety (as determined by the City).

(Amended by Ordinance 030-96C.S. — Effective October 16, 1996) (Added by Ordinance 007-90C.S. — Effective April 26, 1990)

SEC. 5-039. REMOVAL; HARMING HERITAGE TREES PROHIBITED:

Except in emergency situations defined herein, it shall be unlawful for any person to harm, injure, deface or destroy a Heritage Tree located on any parcel of property in the City. It shall also be unlawful for any person to remove, cause to be removed, or effectively remove, any heritage tree from any parcel of property in the City without first obtaining a permit from the City Parks and Recreation Department.

(Amended by Ordinance 027-98C.S. — Effective December 17, 1998) (Amended by Ordinance 030-96C.S. — Effective October 16, 1996) (Added by Ordinance 007-90C.S. — Effective April 26, 1990)

SEC. 5-040. PERMITS:

Any person desiring to remove one (1) or more heritage trees shall apply to the City Parks and Recreation Department for a permit and pay a fee to cover the cost of processing the application, including the cost of publication of the notice. The amount of the fee shall be set by City Council resolution. The application for a permit shall be made on forms provided for that purpose and shall state, among other things, the number, circumference and location of the trees to be removed by types and the reason for removal of each. At least ten (10) calendar days before the time set for review of the application, a notice shall be given of the time, date and place of said review including the address where the heritage tree is located.



The notice shall be published once in a newspaper of general circulation, published and circulated in the City of Stockton.

The City Landscape Architect, or designee as determined by the Director of Parks and Recreation, shall review each application and any written or oral testimony and decide if a permit should be granted based on the following:

- (a) The condition of the tree or trees with respect to disease, danger of falling, proximity to existing or proposed structures and interference with utility services.
- (b) The necessity to remove the tree or trees in order to construct any proposed improvements, and the possibility of revising proposed tentative subdivision maps and improvement plans in order to save the trees.
- (c) The topography of the land and the effect of the removal of the tree on erosion, soil retention and diversion or increased flow of surface waters.
- (d) The number of similar trees existing in the vicinity.

(Amended by Ordinance 027-98C.S. — Effective December 17, 1998) (Added by Ordinance 007-90C.S. — Effective April 26, 1990)

SEC. 5-040.1. EMERGENCY REMOVAL. EXCEPTION TO NOTICE:

In circumstances where the condition of the heritage tree(s) poses an imminent threat to health or safety or to property, as determined by the City Landscape Architect or designee as determined by the Director of Parks and Recreation, such heritage tree(s) may be summarily removed without providing prior public notice. A removal permit, signed by the Director of Parks and Recreation or designee, must be obtained prior to the removal of the tree(s).

(Added by Ordinance 027-98C.S. — Effective December 17, 1998)

SEC. 5-041. REPLACEMENT:

Any person who removes any heritage trees by permit or otherwise, shall replace them on a one for one basis at the discretion of the City Landscape Architect. The size of the replacement tree shall be determined by the City Landscape Architect based on the size of the tree that is removed. If possible, the replacement tree or trees shall be planted on the same parcel as the trees that were removed. If that is not possible, the replacement tree or trees shall be planted in a City park or some other suitable location as determined by the City Landscape Architect. All fines collected for violation of Section 5-039 shall be used to purchase and plant replacement trees.

(Added by Ordinance 007-90C.S. — Effective April 26, 1990)

SEC. 5-042. APPEALS:

Any decision of the City Landscape Architect may be appealed to the City Council. Appeals shall be in writing, state the reasons for the appeal and be filed with the City Clerk within ten (10) days of the decision. A fee, the amount of which shall be set by City Council resolution, shall be paid by the appellant to cover the cost of processing the appeal. The matter shall be set for public hearing before the City Council within forty-five (45) days after the appeal is filed. Notice by mail shall be given to the appellant and every property owner within three hundred (300) feet of the boundaries of the parcel where the heritage tree or trees are located at least ten (10) days prior to the date of the hearing. If the decision of the City Landscape Architect was to deny the permit, then no permit will be granted without five (5) concurring votes of the City Council.

(Added by Ordinance 007-90C.S. — Effective April 26, 1990)



In Lake Forest Park.....

Our "Forest" is made up of trees, many of which have special meaning to our community and to our lives. The Lake Forest Park Heritage Tree Program gives our citizens the opportunity to recognize our trees' intrinsic worth and value to our community, and preserve our trees for their unique characteristics.

Official recognition can be made in connection with an important public or private event, or for any extraordinary traits possessed by a particular tree or grouping of trees such as size, age, or significance to a family.

If selected for an official designation, the tree will be included in our Heritage Tree Register kept at city hall. Your tree will be honored on Arbor Day and will be eligible to be included in the City's Tour guide of historic homes and Heritage Trees, if the owner so desires.

Anyone can nominate trees on public land or on their own property. Groups of trees on your property or your neighbors' can be nominated with your neighbor's permission. We encourage you to get your neighbors involved.

The Heritage Tree Committee will evaluate and designate Heritage trees.

Awards are made and celebrated annually during Arbor Day festivities in April within the year in which the tree is selected.

If you have any questions, please call city hall for more information, (206) 368-5440.

Heritage Tree Nomination Form

Check one category:

☐ **Heritage Category**

Circle one:

- ☐ Outstanding
Age, size, specimen
- ☐ Rare/Unique
One or very few of a kind or unusual in form or growth
- ☐ Historical/Landmark Significance
A tree recognized by virtue of its association with an historical event or building; its association with a noted person; or its significance as a landmark in the community
- ☐ Significant Group/Large Stands
Outstanding rows or groups of trees

☐ Significant Wildlife Habitat

Nesting sites or rookeries

☐ **Personal Significance Category**

Trees which have special meaning or personal significance to the nominee or his/her family.

☐ **Native Tree Category**

Trees identified as native to this region by the Native Plant List maintained at City Hall.

Significant/heritage trees are subject to Hazardous Tree Criteria, which may have bearing on the preservation effort made in a specific case.

Tree Species:

Common (American) Name:

Botanical name (if known):

Location:

Measurements:

Circumference of trunk at 4.5 feet above ground:

Approximate height:

Tell Why Your Tree is Special:

Private Property Information:

Owner's name and address:

Is owner receptive to having tree viewed by the public? Yes ☐ No ☐

Is owner receptive to having the tree photographed?

Yes ☐ No ☐

Nominator name and address:

Nominator Phone number:

Mail or hand deliver applications to:

EQC Heritage Tree Program

Lake Forest Park City Hall

17425 Ballinger Way NE

Lake Forest Park, WA 98155

Lake Forest Park
Environmental Quality
Commission

HERITAGE TREE
PROGRAM



Environmental Quality Commission
Heritage Tree Program
City of Lake Forest Park
17425 Ballinger Way NE
Lake Forest Park, WA 98155-5556

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18

Jacksonville, FL

Protected tree includes all of the following:

(1) Private protected tree means any tree with a DBH of six inches or more located on any lot within twenty feet of a street right-of-way (including an approved private street or other access easement) or a tree with a DBH of eight inches or more located within ten feet of any other property line, or a tree with a DBH of twelve inches or more located elsewhere on the lot.

(2) Public protected tree means any tree located on lands owned by the city, or other governmental agencies or authorities, or any land upon which easements are imposed for the benefit of the city, or other governmental agencies or authorities, or upon which other ownership control may be exerted by the city, or other governmental agencies or authorities, including rights-of-way, parks, public areas and easements for drainage, sewer, water and other public utilities, with:

(i) A DBH of six inches or more located within a city or other governmental right-of-way, or

(ii) A DBH of six inches or more and located on any lot within twenty feet of a street right-of-way, or

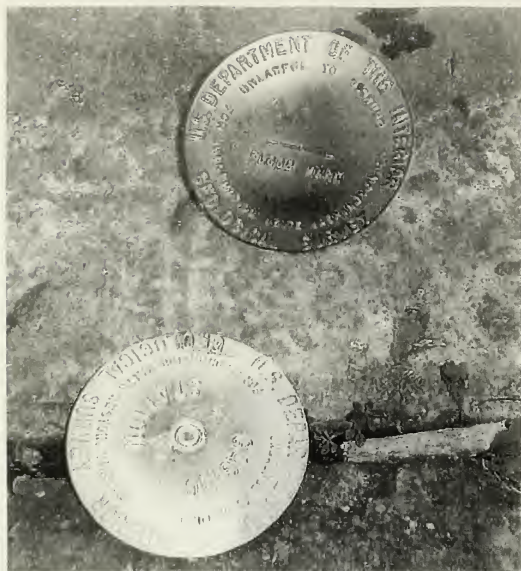
(iii) A DBH of eight inches or more located on any lot within ten feet of any other property line, or

(iv) A DBH of twelve inches or more located elsewhere on the lot.

(3) Exceptional specimen tree means any tree which is determined by the City Council to be of unique and intrinsic value to the general public because of its size, age, historic association or ecological value or any tree designated a Florida State Champion, United States Champion or World Champion by the American Forestry Association. The Chief shall keep a record of all specimen trees so designated and their location.

Images of bench markers for discussion of visible identification of Landmark Trees





Urban Forestry Council
LANDMARK TREE COMMITTEE
DRAFT MEETING MINUTES

DOCUMENTS DEPT.

Tuesday, June 10, 2008, 4:00 p.m.

City Hall, Room 421

One Dr. Carlton B. Goodlett Place
San Francisco, CA

JUN 20 2008

SAN FRANCISCO
PUBLIC LIBRARY

COMMITTEE MEMBERS: Mike Boss (Chair), Carolyn Blair, Steve Griswold, Malcolm Hillan, and Mark Sustarich.

Order of Business

1. **Call to Order and Roll Call.** The Landmark Tree Committee meeting was called to order at 4:00 p.m.
Present: Chair Boss, Members Blair and Hillan; Excused: Members Griswold and Sustarich.
2. **Adoption of Minutes of the April 8, 2008 Urban Forestry Council Landmark Tree Committee Regular Meeting.** (Explanatory Document: Approved Minutes of the April 8, 2008 Regular Meeting (Discussion and Action))
3. **Landmark Tree Evaluation Criteria.** The Committee shall continue to discuss redefining landmark tree evaluation criteria and discuss criteria used in other jurisdictions. (Continued from the April 8, 2008 Meeting) (Explanatory Documents reviewed in Committee: Original Landmark Tree Evaluation Criteria, Evaluation Criteria Revised 050307, and 061008 Landmark Tree Criteria Discussion) (Discussion)

Chair Boss reported that he was having difficulty applying the current evaluation criteria to site evaluations as certain fields (1) had greater weight than others, (2) had duplicate meanings, and (3) were difficult to interpret on how it affected whether the tree was of landmark quality. Chair Boss and Coordinator Hui presented a landmark tree criteria discussion document that categorized the criteria into four main sections 1) physical; (2) environmental; (3) historical; and (4) cultural (see explanatory document 061008 Landmark Tree Criteria Discussion). It was explained that one of the fields from the original criteria on whether the tree extends between multiple properties was not included as it was felt that it was irrelevant to determining the landmark quality of the tree, and other criteria had encompassed the visibility and neighborhood appreciation criteria that this criteria may have been intended for.

Council Chair Milne stated that "extends between multiple properties" should be preserved because it provides information on whether there may be neighbor un-appreciation, and could provide the Council background on the tree. Committee members agreed to include this item in the nomination form description under "TREE DESCRIPTION, Location of Tree," by adding a checkbox. Coordinator Hui suggested quantifying how it extends between multiple properties. Council Chair Milne asked that the historical category be moved to number 2 because historical association would score higher in terms of criteria to consider for landmark status. Council Chair Milne stated that if the criteria would remain the same and if it was just a matter of prioritizing and defining, that the Council may not have to go through the process of sending it to the Board of Supervisors for ratification, and it could just be ratified by the Council. Coordinator Hui stated that if criteria were to be left out, an amendment may be required. Council Secretary

Fish reported that the Board of Supervisors adopted Landmark Tree Procedures and Criteria that included evaluation criteria and a nomination form so if anything were to be revised it may require the Board to receive a newer version or to readopt a current set of procedures. Coordinator Hui stated that she would seek legal advice from the Deputy City Attorney on the correct process.

Members Blair and Hillan requested that the environmental category order be changed as follows: (a) prominent landscape feature; (b) low tree density; (c) interdependent group of trees; (d) accessible from right of way (e) high traffic area; (f) wildlife habitat (g) wind and sound barrier, and (h) erosion control. Member Hillan requested including an additional section on type of species. Coordinator Hui recommended using the term rarity instead of species and Member Hillan agreed. The priority order proposed was (1) rarity; (2) physical; (3) historical; (4) environmental, and (5) cultural.

Members discussed each field on the Evaluation Criteria and proposed revisions (see 061008 Landmark Tree Criteria Revised 061008). Chair Boss stated that the next phase of the discussion would be to match the nomination form with the revised evaluation criteria and possibly suggest additional revisions. Member Hillan suggested that Coordinator Hui revise the nomination form to match the revised evaluation criteria for discussion at the next meeting. Chair Boss stated that the new titles and definitions agreed to in the revised evaluation criteria draft may also be reviewed again at the next meeting.

- 4. Visible Identification of Landmark Trees after Designation.** The Landmark Tree Committee shall discuss methods for visibly identifying trees that have received landmark tree status (Continued from the April 8, 2008 Meeting) (Explanatory Documents reviewed in Committee: (1) Bench marker images, (2) 061008 Visible Identification of Landmark Trees Proposal, and (3) Benchmark Graphic 061008 061008 Landmark Tree Identification) (Discussion)

Coordinator Hui stated that she would not be able to move forward with working on fund raising or creating a partnership with the Department of Public Works (DPW) or others on this effort until a decision is made by the Committee and Council. Member Hillan presented a proposal for visible identification of landmark trees that consists of four components, a recommendation for permanent markers, and associated costs and sources for markers (see explanatory document 061008 Visible Identification of Landmark Trees Proposal).

Coordinator Hui reported that she had met with Member Hillan and created a potential marker based on their discussion (see marker graphic 061008 Landmark Tree Identification). It was explained that the Monterey Cypress was selected to appear on the marker as it is the official San Francisco tree that is located in front of McLaren Lodge (even though it is not yet a landmark tree). Coordinator Hui stated that she would also check ADA requirements and would report back at a future meeting. Coordinator Hui stated that she would prefer that DPW install the markers for a nominal expense, but it would still require fund raising for the actual markers. Chair Boss recommended adding the species to the marker. Coordinator Hui explained that adding the species would be an ongoing expense that would require funding to run the program whereas numbered plaques would not be an ongoing expense. Member Blair recommended that the marker should state “contact the Urban Forestry Council” instead of “contact the Department of the Environment.” Coordinator Hui reported that the marker lists the Department because it maintains the most information on its website, but it could be another entity on the plaque. Chair Boss reported that more consideration has to be given to including the species on the marker and requested additional information on potential costs.

Discussion of this agenda item along with Member Hillan's proposal and the graphic would be scheduled for discussion at the June 24 Urban Forestry Council meeting.

5. New Business/Future Agenda Items. (Information and Discussion)

Coordinator Hui reported that there would be a discussion of Committee standards and procedure for the evaluation criteria and possible action to adopt revised criteria and nomination form to recommend to the Council. Coordinator Hui reported that the Manzanita tree that was recommended for landmark status by the Council had been introduced at the Board of Supervisors meeting and would be heard at the Board of Supervisors City Operations and Neighborhood Services Committee possibly on June 19. Member Blair reported that the Rules Committee would be hearing the proposed legislation regarding Urban Forestry Council membership on July 17 and requested that members attend the meeting.

6. Public Comment: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was no public comment at this time.

7. Adjournment. The Landmark Tree Committee meeting adjourned at 6:17 p.m.

Approved:

**Urban Forestry Council
LANDMARK TREE COMMITTEE
DRAFT MEETING MINUTES-Corrected**

DOCUMENTS DEPT.

Tuesday, June 10, 2008, 4:00 p.m.

City Hall, Room 421

**One Dr. Carlton B. Goodlett Place
San Francisco, CA**

AUG 6 7 2008

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PUBLIC LIBRARY

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Approved:

**Urban Forestry Council
LANDMARK TREE COMMITTEE
APPROVED MEETING MINUTES**

DOCUMENTS DEPT.

Tuesday, June 10, 2008, 4:00 p.m.

City Hall, Room 421

**One Dr. Carlton B. Goodlett Place
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AUG 13 2008

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5. New Business/Future Agenda Items. (Information and Discussion)

Coordinator Hui reported that there would be a discussion of Committee standards and procedure for the evaluation criteria and possible action to adopt revised criteria and nomination form to recommend to the Council. Coordinator Hui reported that the two trees that were recommended for landmark status by the Council had been introduced at the Board of Supervisors meeting and would be heard at the Board of Supervisors City Operations and Neighborhood Services Committee possibly on June 19. Member Blair reported that the Rules Committee would be hearing the proposed legislation regarding Urban Forestry Council membership on July 17 and requested that members attend the meeting.

6. Public Comment: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was no public comment at this time.

7. Adjournment. The Landmark Tree Committee meeting adjourned at 6:17 p.m.

Approved: August 12, 2008

City and County of San Francisco
Urban Forestry Council
Landmark Tree Committee

NOTICE OF CANCELLED MEETING

**Tuesday, July 8, 2008, 4:00 p.m.
Room 421, City Hall**

The **Tuesday, July 8, 2008, 4:00 p.m. Regular Meeting** of the Urban Forestry Council's Landmark Tree Committee has been **CANCELLED**. The next Regular Meeting is scheduled for Tuesday, August 12, 2008 at 4:00 p.m. at City Hall, Room 421, One Dr. Carlton B. Goodlett Place in San Francisco. An agenda will be prepared and distributed at least 72 hours prior to the meeting. If you have any questions, please contact the Council Secretary at (415) 355-3709. You may also visit our [website](#) for additional meeting information.

Respectfully submitted by,

Monica Fish, Council Secretary

Posted: July 3, 2008

07-03-08P12:13 RCV08

DOCUMENTS DEPT

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City and County of San Francisco
Urban Forestry Council
LANDMARK TREE COMMITTEE
Regular Meeting Notice and Agenda

DOCUMENTS DEPT.

Tuesday, August 12, 2008, 4:00 p.m.
City Hall, Room 421
One Dr. Carlton B. Goodlett Place
San Francisco, CA

AUG 07 2008
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COMMITTEE MEMBERS: Mike Boss (Chair), Carolyn Blair, Steve Griswold, Malcolm Hillan, and Mark Sustarich.

Order of Business

Public Comment will be heard before the Committee takes action on any item.

1. **Call to Order and Roll Call**
2. **Adoption of Minutes of the June 10, 2008 Urban Forestry Council Landmark Tree Committee Regular Meeting** (Explanatory Document: June 10, 2008 Draft) (Discussion and Action).
3. **Hearing on Nomination for Landmark Tree Status.** The Landmark Tree Committee will hold a hearing to determine whether the tree nominated at the following address meets the criteria for designation as a landmark tree (Discussion and Action).

Lombardy Poplar (*Populus nigra*) located at 501 Octavia, corner of Hayes Street, Assessor's Block 0807, Lot 004 (approximate) (Explanatory Documents: Nomination Forms, Evaluation Form, and Pictures 081208 501 Octavia Landmark Nomination Packet).

At the conclusion of the hearing, the Landmark Tree Committee will vote on whether to approve or reject the nomination and shall adopt written findings to support its decision to forward to the Urban Forestry Council. The Council will forward approved nominations to the Board of Supervisors for further consideration.

4. **Landmark Tree Evaluation Criteria.** The Committee shall continue to discuss redefining landmark tree evaluation criteria and review drafts of revised tree nomination and evaluation forms (Explanatory Documents: Original Criteria for Landmark Tree Evaluation Drafts and Drafts of Revised Tree Nomination and Evaluation Forms 081208 Landmark Tree Forms Discussion Packet and Criteria for Landmark Tree Evaluation Drafts Revised 061008) (Discussion and Possible Action).
5. **New Business/Future Agenda Items.** (Information and Discussion)
6. **Public Comment:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.
7. **Adjournment.**

Landmark Tree Hearing Recommended Guidelines

The Committee Chair has the discretion to change speaker order or length of time for each speaker if the Chair determines the request to be reasonable.

- 1) Sponsor for nomination (8 min)
- 2) Staff analysis (8 min)
- 3) Property owner's presentation, including outside professional staff (8 min)
- 4) Affected property owner's presentation, including outside professional staff (8 min)
- 5) Public comment (up to 3 min/per person)
- 6) Committee Evaluation Reports (8 min total)
- 7) Staff Rebuttal (3-5 min)
- 8) Property Owner Rebuttal (3-5 min)
- 9) Affected property owner rebuttal (3-5 min)
- 10) Discussion and Action by Committee

The next Landmark Tree Committee meeting is scheduled for Tuesday, September 9, 2008 at 4:00 p.m., Room 421, City Hall.

Public Comment

At this time, members of the public may address the Committee on items of interest that are within the subject matter jurisdiction of the Committee but are not on today's agenda. Public comment will be taken following each agenda item. Each member of the public may address the Committee for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Committee from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agenda item, the Committee is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council Landmark Tree Committee meetings will be held in Room 421, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Committee meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

**Know Your Rights Under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)**

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Frank Darby, Jr., Sunshine Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: soft@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 252-3100, fax (415) 252-3112; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: http://sfgov.org/site/sfenvironment_meeting.asp?id=61012 (by following the links by each agenda item), by following the links by each agenda item above, or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. If any materials related to an item on this agenda have been distributed to the Planning and Funding Committee after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 11 Grove Street, San Francisco, CA 94102 during normal office hours or will be made available at the meeting website link http://sfgov.org/site/sfenvironment_meeting.asp?id=61012 as links to the agenda or meeting minutes (by item).

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Commission and the public.

Monica Fish, Council Secretary
TEL: (415) 355-3709; FAX: 415-554-6393

Posted: August 7, 2008

SAN FRANCISCO URBAN FORESTRY COUNCIL

Landmark Tree Nomination Form

Disclaimer: Any information you include on this form will be part of the public record. Anyone may request to see the information you submit for a landmark tree nomination. For more legal information, see the last page of this form.

Who can nominate a landmark tree?

- An authorized nominator is a Supervisor, head of a City department or agency, Planning Commissioner, Landmarks Preservation Advisory Board member, or property owner.
- The Board of Supervisors, Planning Commission, Landmarks Preservation Advisory Board, and the head of a City department or agency may nominate a tree.
- The head of a City department or agency may nominate a tree on property under their jurisdiction. City departments and agencies should conduct an internal approval process before nominating a tree.
- A property owner may nominate a tree on his or her property.
- A member of the public may ask an authorized nominator to nominate a tree.

I am one of the following authorized nominators

- ☐ Property owner
- ☐ Board of Supervisor member
- ☒ Head of a city department or agency
- ☐ Planning Commission member
- ☐ Landmarks Preservation Advisory Board member

Please note that a permit will be required for any future removal of a landmark tree.

Pursuant to Ordinance 0017-06 and Public Works Code 810, the Urban Forestry Council requests the following information.

Authorized nominator (Supervisor, Planning Commission, Landmarks Advisory Board, Head of City Department, Property Owner):

THIRD BLVD. 16
Name
11 Grove St
Address
SF CA 94102
Address
355-3700
Phone (day)
554-6393
Fax #
www.kammanlandmarks.org
Email

Property owner:

Hayes Valley Properties
Name
447 July St
Address
SF CA 94102
Address
863-6362
Phone (day)
Fax #
hayesvalleyproperties@hotmail.com
Email

Member of the public who initiated nomination
(if applicable):

Name

Address

Address

Phone (day)

Fax #

Email

I am an authorized nominator and I support this nomination.

Signature

Date

I am the property owner and I grant permission for city staff to evaluate the nominated tree on the property with advance notice.

Signature

Date

TREE DESCRIPTION

Tree name (species and common name):

Poplar

Number of trees:

ONE

Street address:

501 OCTAVIA ST - CORNER OF HAYPS ST

Location of Tree:

- ☐ Front yard ☐ Rear yard ☐ Side yard ☐ Corner-side yard
☒ Public right-of-way ☐ Public lands ☐ Not sure
☐ Other:

GPS units (OPTIONAL):

Height

50 feet

Average canopy width¹

25 feet

Circumference at chest level²

156 inches

Circumference at ground level³

184 inches

1 Distance from one edge to opposite edge of tree canopy

2 Distance around trunk at 4.5 ft off the ground. <http://www.lsa-arbor.com/publications/tree-ord/heritage.aspx>

3 Distance around trunk on the ground where the trunk meets the soil.

The Urban Forestry Council will use the following criteria to evaluate each potential landmark tree. If you need more space to describe the tree, please attach additional sheets.

Rarity: ☐ Rare ☐ Uncommon ☐ Common ☐ Other

Unusual species in San Francisco. Also consider rarity in California, North America, world.

Comment: largest tree left in the neighborhood

Size: ☒ Large ☐ Medium ☐ Small

Notable size (height, diameter, canopy width) compared to other trees of the same species.

Comment: Largest tree left in the neighborhood

Age: Significantly advanced age for this species (known or estimated).

Comment: Planted well before 1970

Historical Association: ☒ Yes ☐ None apparent

Related to a historic or cultural building, site, street, person, event, etc.

Describe nature of appreciation: Burial site, cremation site, building

Survived 1906 quake & was the only operating cremation site for decades before the quake

Ethnic appreciation: ☒ Yes ☐ None apparent

Particular value to certain ethnic groups in neighborhood or city.

Describe nature of appreciation: For American Indians & African Americans

It was one of the few cultural neighborhoods for native people

Neighborhood appreciation: ☐ Yes ☒ None apparent

Multiple indicators such as letters of support, petition, outdoor gatherings, celebrations adjacent or related to tree, etc. Attach documentation:

Describe: _____

Planting defines neighborhood character: ☒ Yes ☐ No

Contributes to neighborhood aesthetic.

Describe contribution: Promotes protection to birds, provides shade, & the largest, longest surviving tree in neighborhood

Profiled in a publication or other media: ☐ Yes ☒ Unknown

Tree has received print, internet, and/or video media coverage. **Attach documentation** if appropriate.

Describe coverage: _____

High traffic area: ☐ Yes ☐ No

High visibility, possible traffic calming effect.

Describe: the tree is a very large tree

Low tree density: ☐ Low ☒ Moderate ☐ High

Tree exists in a neighborhood with very few trees.

Describe: the tree is a very large tree and the owners have caused death to others because of neglect/abuse.

Extends between multiple properties: ☒ Yes ☐ No

High visibility, multiple neighbors share tree.

Describe: It sits on a corner of a 4 corner crossroad. It may be visible to all four complexes on all corners & from adjacent Park area & Patricia's garden

Accessible from public right-of-way: ☒ Yes ☐ No

High visibility.

Describe: Highly visible

Important wildlife habitat: ☒ Yes ☐ No

Wildlife shelter and/or food (observed or potential). Describe and be as specific as possible.

Describe: There are shelter for birds at the end of the leaf cycle. Birds can be seen collecting sap from Branches. After a hawk fought with a Raven, the Raven used the tree for protection. At the end of the leaf cycle birds use the tree to rest before moving on to winter

Interdependent group of trees: ☐ Yes ☒ No

This tree forms a supercanopy and removing it may have an adverse impact on adjacent trees.

Describe: But removing the tree will have an impact to the neighborhood

Erosion control: ☐ Yes ☒ No

Tree prevents soil erosion.

Describe: _____

Wind or sound barrier: ☒ Yes ☐ No

Tree reduces wind speed or mitigates undesirable noise.

Describe: There is a marked decrease in noise when in plain (but not) when in the shade. The tree is a very large tree and it is a very large tree.

Prominent landscape feature: ☒ Yes ☐ No

A striking and outstanding natural feature.

Describe, attach photo if possible: Largest & longest lived tree in the neighborhood

Character-defining form: ☒ Yes ☐ No

Tree is an example of good form for its particular species.

Describe: One of the longest in its species in San Fran.

Tree condition: ☒ Good ☐ Poor ☐ Hazard

Consider overall tree health and structure, and whether or not tree poses a hazard

Describe: It seems to be in decent condition although it has been abused. There was a planter box cut up around it that is contributing to its decline, plus the lack of care by property management.

I have lived with this tree for over 45 years. I have fought to preserve & protect it from neglect & improper pruning. The one next to it was cut down. I would not like to see that happen to this tree also.

If you have any questions about this form, tree terms or tree concepts, please contact the Urban Forestry Council staff (below). It is acceptable if you cannot provide some of the information requested on this form.

A photograph of the tree must be submitted with this form.

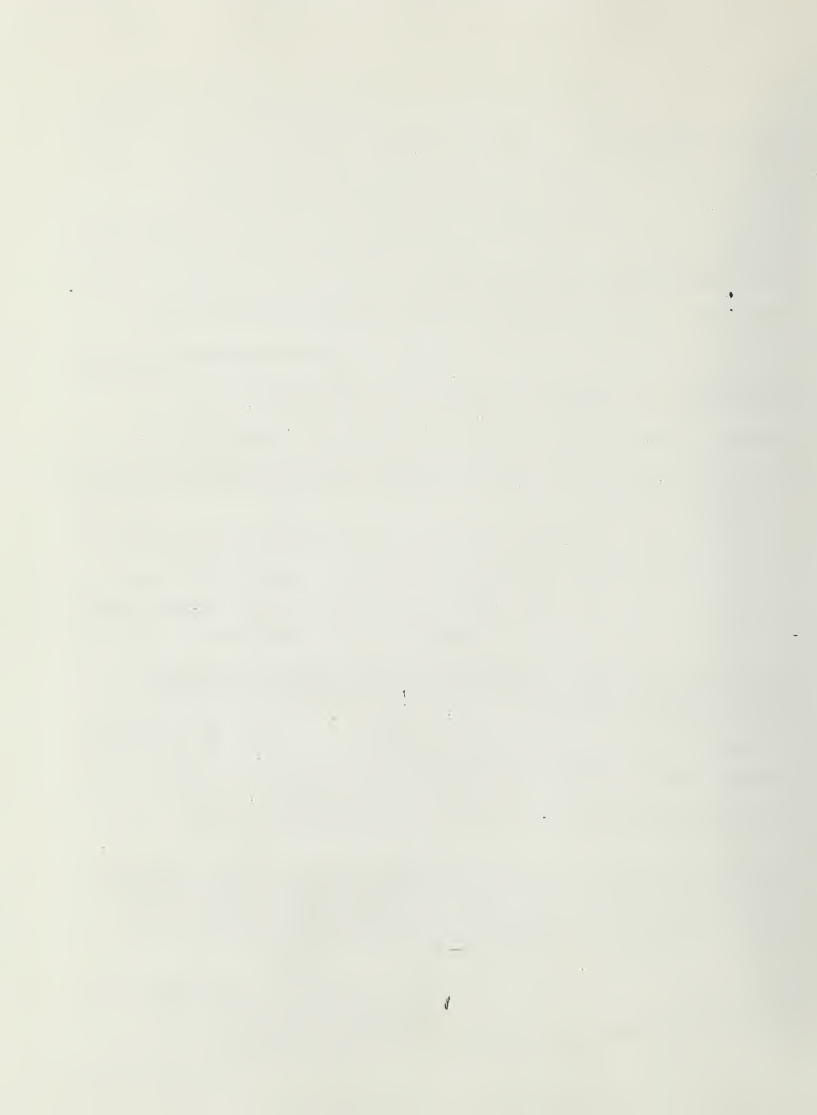
Please attach **optional** supporting documents such as letters, arborist report, etc.

Send to: Urban Forestry Council, c/o Mei Ling Hui, 11 Grove Street, San Francisco, CA 94102
OR meiling.hui@sfgov.org

Any information you submit will be part of the public record.

The Public Records Act defines a "public record" broadly to include "any writing containing information relating to the conduct of the public's business prepared, owned, used or retained by any state or local agency, regardless of the physical form or characteristics." Govt. Code § 6252(e). The Sunshine Ordinance defines "public information" as the content of "public records" as defined in the Public Records Act. Admin Code § 67.20(b). Pursuant to the Public Records Act and Sunshine Ordinance, this document is a public record and will be available to the public upon request, at the hearing site, at the San Francisco Main Library, and on the Urban Forestry Council's website. Admin Code §§ 8.16, 67.7 (b), and 67.21(a).

| | |
|-------------------------------------|-------------------------------|
| Application received date _____ | Received by _____ |
| Tree evaluation form _____ | UFC recommendation date _____ |
| Board of Supervisors Decision _____ | _____ |
| Landmark Tree # _____ | Title recorded date _____ |



Urban Forestry Council Landmark Tree Evaluation Form and Criteria

Pursuant to Ordinance 0017-06 and Public Works Code Section 810, the UFC has developed these criteria for evaluating potential landmark trees in San Francisco. When evaluating or considering potential landmark trees, please consider the context of the tree within its site location. For example, a tree on PUC land may not have the same community importance that a street or park tree would. Use comment sections, as appropriate, to explain or support evaluation. Attach sheets if more space is needed.

Evaluator's name: Mei Ling Hui

Date of evaluation: 7/3/08

Scientific name: Populus nigra

Common name: Lombardy Poplar

Street address: 501 Octavia Street

Cross streets: Hayes

Rare: ☐ Rare ☒ Uncommon ☐ Common ☐ Other

Comment: The species isn't unheard of in the City and yet is not in every neighborhood. It is also not a common a street tree.

Size: ☒ Large ☐ Medium ☐ Small

Comment: approx 19.5"DBH, 21' canopy spread, 40' tall. It is the tallest street tree on the block where it's growing.

Age: ☒ Significantly advanced ☐ Not significantly advanced

Comment:

Historical Association: ☐ Yes ☐ None apparent

Related to a historic or cultural building, site, street, person, event, etc.

Describe nature of appreciation: _____

Ethnic appreciation: ☐ Yes ☒ None apparent

Neighborhood appreciation: ☐ Yes ☒ None apparent

Planting defines neighborhood character: ☒ Yes ☐ No

Contributes to neighborhood aesthetic.

Describe contribution: This tree contributes in that it is a mature tree, of the same height as the building it grows alongside and is one of the species which is planted in the center median of the Octavia Street on-ramp.

Urban Forestry Council
Landmark Tree Evaluation Form and Criteria

2

Profiled in a publication or other media: ☐ Yes ☒ Unknown

Tree has received print, internet, and/or video media coverage. **Attach documentation** if appropriate.

High traffic area: ☒ Yes ☐ No

High visibility, possible traffic calming effect.

Describe: Tree is a public-right-of-way tree, located on Octavia street at the corner of Hayes. The area is a busy shopping corridor with mixed used retail and residential buildings. There is heavy pedestrian traffic associated with local residents who live in the area and with shopping and dining traffic. There is also moderate to heavy vehicle traffic on Hayes and a block away with the Octavia Street on-ramp. The park associated with the Octavia Street on-ramp's north border is on Hayes at Octavia, and is within several feet of the tree location. There is also an easement for the café in the building that the tree is adjacent too, which extends alongside the tree location. Outdoor diners at this café are partially shaded by the tree.

Low tree density: ☐ Low ☒ Moderate ☐ High

Does the tree exists in a neighborhood with very few trees.

Describe: There are street trees and a neighboring park.

Extends between multiple properties: ☐ Yes ☒ No

High visibility, multiple neighbors share tree.

Describe: Tree is located in the sidewalk alongside a single building.

Accessible from public right-of-way: ☒ Yes ☐ No

High visibility.

Describe: See description regarding "High Traffic Area."

Important wildlife habitat: ☐ Yes ☒ No

Wildlife shelter and/or food (observed or potential). Describe and be as specific as possible.

Describe: None apparent to me and none that I know of to associated with this tree.

Interdependent group of trees: ☐ Yes ☒ No

This tree forms a supercanopy and removing it may have an adverse impact on adjacent trees.

Describe: Sidewalk tree

Erosion control: ☐ Yes ☒ No

Tree prevents soil erosion.

Describe: Sidewalk tree, no soil to prevent erosion of.

Wind or sound barrier: ☐ Yes ☒ No

Tree reduces wind speed or mitigates undesirable noise.

Describe: I cannot quantify this answer. The tree may do so but its not possible for me to tell how much it mitigates or how it does so.

Urban Forestry Council
Landmark Tree Evaluation Form and Criteria

3

Prominent landscape feature: ☒ Yes ☐ No

A striking and outstanding natural feature.

Describe, attach photo if possible: It's the tallest tree.

Character-defining form: ☐ Yes ☒ No

Tree is an example of good form for its particular species.

Describe: The tree was topped at some point, potential more than once, and has grown in new sprouts which are now roughly 1" to 3" in diameter. It appears to have two or more major trunks from which these sprouts are growing. The tree has many water-sprouts growing up along the trunk and at the point where it was topped, roughly halfway up the total current height of this tree. The dense sprouting makes it difficult to discern the tree's branching structure.

Tree condition: ☐ Good ☐ Poor ☐ Hazard

Consider overall tree health and structure, and whether or not tree poses a hazard

Describe:

1- The leaves appear, overall, to be a healthy green and are abundant. A few areas of browning on a few of the leaves may be explained by the major fire event at the building that took place within the last year – heat from the fire and licking flames may have caused these browned spots.

2- The majority of the upper canopy of the tree may be made of only water-sprouts which grew in reaction to the over pruning/topping of this tree. I can't tell if a main trunk(s) still exists. From the ground it looks as if there may be one or two, from the third floor of the building I couldn't discern a leader.

3- A planter box was built around the base of the tree after the tree was established and mature. This box is roughly 12" tall and covers the entire sidewalk basin cut and the root crown of the tree. This planter box is not a "doughnut box" and allows soil to be in contact with the trunk of the tree. The soil in the planter box is moist and appears to be regularly watered for the plants in the box. If rot has not set in, it will likely do so in the near future. The box should be removed or repaired to meet City guidelines for planter boxes around trees.

4- There is a wound at the base of the tree on the street side. This wound is roughly 2'x1.5' and is partially buried by the soil in the planter box. The wound may be larger and extend to the base of the trunk, though the base of the trunk is not visible. There appears to be areas of rot in this wound, which may already or will eventually be exacerbated by the conditions created with the planter box.

The canopy of the tree has great vitality. I would not say this is a structurally sound tree, though I can't say if it's in danger of imminent failure either.

Additional comments

The sidewalk where the tree is planted is 15' wide. There is a roughly 3' of space between the tree and the street. The tree is planted 19' from the property line on the approach side of the street- replanting may not be allowed in this location.





Landmark Tree Criteria Discussion

4 Major Sections:

1. Physical
Examines the physical aspects of the tree
2. Environmental
Examines the ecological and locational aspects of the tree
3. Historical
Examines the history of the specific tree as well as the value of the specific tree and the species to historical groups
4. Cultural
Examines the sociological value of the tree to the current population of the neighborhood and City

1. Physical:

- a) Rarity
- b) Size
- c) Age
- d) Character defining form
- e) Condition

2. Environmental:

- a) Wildlife habitat
- b) Interdependent group of trees
- c) Erosion control
- d) Wind or sound barrier
- e) High traffic area
- f) Low Tree density
- g) Accessible from public right of way
- h) Prominent landscape feature

3. Historical:

- a) Historical association
- b) Profiled in a publication or other media

4. Cultural:

- a) Neighborhood appreciation
- b) Ethnic appreciation
- c) Planting defines neighborhood character
- d) Profiled in a publication or other media
- e) Prominent landscape feature

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Urban Forestry Council Landmark Tree Evaluation Form and Criteria

Pursuant to Ordinance 0017-06 and Public Works Code Section 810, the UFC has developed these criteria for evaluating potential landmark trees in San Francisco. When evaluating or considering potential landmark trees, please consider the context of the tree within its site location. For example, a tree on PUC land may not have the same community importance that a street or park tree would. Use comment sections, as appropriate, to explain or support evaluation. Attach sheets if more space is needed.

Evaluator's name: _____

Date of evaluation: _____

Scientific name: _____

Common name: _____

Street address: _____

Cross streets: _____

Rarity

Rarity: ☐ Rare ☐ Uncommon ☐ Common ☐ Other

Unusual species in San Francisco.

Comment: _____

Physical

Size: ☐ Large ☐ Medium ☐ Small

Notable size compared to other trees of the same species in San Francisco.

Comment: _____

Age: Significantly advanced age for the species.

Comment: _____

Distinguished form: ☐ Yes ☐ No

Tree is an example of good form for its species, has a majestic quality or otherwise unique structure.

Describe: _____

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Tree condition: ☐ Good ☐ Poor ☐ Hazard

Consider overall tree health and structure, and whether or not tree poses a hazard

Describe: _____

Historical

Historical Association: ☐ Yes ☐ None apparent

Related to a historic or cultural building, site, street, person, event, etc.

Describe nature of appreciation: _____

Profiled in a publication or other media: ☐ Yes ☐ Unknown

Tree has received coverage in print, internet, video media, etc. **Attach documentation** if appropriate.

Describe coverage: _____

Environmental

Prominent landscape feature: ☐ Yes ☐ No

A striking and outstanding natural feature.

Describe, attach photo if possible: _____

Low tree density: ☐ Low ☐ Moderate ☐ High

Tree exists in a neighborhood with very few trees.

Describe: _____

Interdependent group of trees: ☐ Yes ☐ No

This tree in an integral member of a group of trees and removing it may have an adverse impact on adjacent trees.

Describe: _____

Visible or Accessible from public right-of-way: ☐ Yes ☐ No

High visibility and/or accessibility from public property.

Describe: _____

High traffic area: ☐ Yes ☐ No

Tree is located in an area that has a high volume of vehicle, pedestrian or bike traffic and has a potential traffic calming effect.

Describe: _____

Important wildlife habitat: ☐ Yes ☐ No

Species has a known relationship with a particular local wildlife species or it provides food, shelter, or nesting to specific known wildlife individuals.

Erosion control: ☐ Yes ☐ No

Tree prevents soil erosion.

Describe: _____

Wind or sound barrier: ☐ Yes ☐ No

Tree reduces wind speed or mitigates undesirable noise.

Describe: _____

Cultural

Neighborhood appreciation: ☐ Yes ☐ None apparent

Multiple indicators such as letters of support, petition, outdoor gatherings, celebrations adjacent or related to tree, etc. Attach documentation:

Describe: _____

Cultural appreciation: ☐ Yes ☐ None apparent

Particular value to certain cultural, ethnic, or religious groups in the city.

Describe nature of appreciation: _____

Planting contributes to neighborhood character: ☐ Yes ☐ No

Tree contributes significantly to, or represents, neighborhood aesthetic.

Describe contribution: _____

Tree has received coverage in print, internet, video media, etc. **Attach documentation** if appropriate.

Describe coverage: _____

A striking and outstanding natural feature.

Describe, attach photo if possible:

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There is no handwriting or other markings on the paper.

Landmark Tree Nomination Form

Disclaimer: Any information you include on this form will be part of the public record. Anyone may request to see the information you submit for a landmark tree nomination. For more legal information, see the last page of this form.

Who can nominate a landmark tree?

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- The head of a City department or agency may nominate a tree on property under their jurisdiction. City departments and agencies should conduct an internal approval process before nominating a tree.
- A property owner may nominate a tree on his or her property.
- A member of the public may ask an authorized nominator to nominate a tree.

Please note that a permit will be required for any future removal of a landmark tree.

Pursuant to Ordinance 0017-06 and Public Works Code 810, the Urban Forestry Council requests the following information.

I am one of the following authorized nominators

- ☐ Property owner
☐ Board of Supervisor member
☐ Head of a city department or agency
☐ Planning Commission member
☐ Landmarks Preservation Advisory Board member

Authorized nominator (Supervisor, Planning Commission, Landmarks Advisory Board, Head of City Department, Property Owner):

Member of the public who initiated nomination (if applicable):

Name

Name

Address

Address

Address

Address

Phone (day)

Phone (day)

Fax #

Fax #

Email

Email

I am an authorized nominator and I support this nomination.

I am the property owner and I grant permission for city staff to evaluate the nominated tree on the property with advance notice.

Signature

Signature

Date

Date

The Urban Forestry Council will use the following criteria to evaluate each potential landmark tree. If you need more space to describe the tree, please attach additional sheets.

TREE DESCRIPTION

Tree name (species and common name): _____

Number of trees: _____

Street address: _____

Location of Tree: ☐ Front yard ☐ Rear yard ☐ Side yard ☐ Corner-side yard

☐ Public right-of-way ☐ Public lands ☐ Not sure

☐ Other: _____

If the tree which extends beyond multiple properties:

Which part of the tree does so?

☐ Trunk ☐ Canopy

Where in the neighboring area?

☐ Front yard ☐ Rear yard ☐ Side yard ☐ Corner-side yard

GPS units (OPTIONAL): _____

Height _____ feet

Average canopy width _____ feet

Distance from one edge to opposite edge of tree canopy

Circumference at chest level _____ inches

Distance around trunk at 4.5 ft off the ground. <http://www.isa-arbor.com/publications/tree-ord/heritage.aspx>

Circumference at ground level _____ inches

Distance around trunk on the ground where the trunk meets the soil.

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Rarity

Rarity: ☐ Rare ☐ Uncommon ☐ Common ☐ Other
Unusual species in San Francisco.

Comment: _____

Physical

Size: ☐ Large ☐ Medium ☐ Small
Notable size compared to other trees of the same species in San Francisco.

Comment: _____

Age: Significantly advanced age for the species.

Comment: _____

Distinguished form: ☐ Yes ☐ No
Tree is an example of good form for its species, has a majestic quality or otherwise unique structure.

Describe: _____

Tree condition: ☐ Good ☐ Poor ☐ Hazard
Consider overall tree health and structure, and whether or not tree poses a hazard

Describe: _____

Historical

Historical Association: ☐ Yes ☐ None apparent
Related to a historic or cultural building, site, street, person, event, etc.

Describe nature of appreciation: _____

Profiled in a publication or other media: ☐ Yes ☐ Unknown
Tree has received coverage in print, internet, video media, etc. **Attach documentation** if appropriate.
Describe coverage: _____

Environmental

Prominent landscape feature: ☐ Yes ☐ No

A striking and outstanding natural feature.

Describe, attach photo if possible: _____

Low tree density: ☐ Low ☐ Moderate ☐ High

Tree exists in a neighborhood with very few trees.

Describe: _____

Interdependent group of trees: ☐ Yes ☐ No

This tree is an integral member of a group of trees and removing it may have an adverse impact on adjacent trees.

Describe: _____

Visible or Accessible from public right-of-way: ☐ Yes ☐ No

High visibility and/or accessibility from public property.

Describe: _____

High traffic area: ☐ Yes ☐ No

Tree is located in an area that has a high volume of vehicle, pedestrian or bike traffic and has a potential traffic calming effect.

Describe: _____

Important wildlife habitat: ☐ Yes ☐ No

Species has a known relationship with a particular local wildlife species or it provides food, shelter, or nesting to specific known wildlife individuals.

Erosion control: ☐ Yes ☐ No

Tree prevents soil erosion.

Describe: _____

Wind or sound barrier: ☐ Yes ☐ No

Tree reduces wind speed or mitigates undesirable noise.

Describe: _____

Cultural**Neighborhood appreciation:** ☐ Yes ☐ None apparent

Multiple indicators such as letters of support, petition, outdoor gatherings, celebrations adjacent or related to tree, etc. Attach documentation:

Describe: _____

Cultural appreciation: ☐ Yes ☐ None apparent

Particular value to certain cultural, ethnic, or religious groups in the city.

Describe nature of appreciation: _____

Planting contributes to neighborhood character: ☐ Yes ☐ No

Tree contributes significantly to, or represents, neighborhood aesthetic.

Describe contribution: _____

Profiled in a publication or other media: ☐ Yes ☐ UnknownTree has received coverage in print, internet, video media, etc. **Attach documentation** if appropriate.

Describe coverage: _____

Prominent landscape feature: ☐ Yes ☐ No

A striking and outstanding natural feature.

Describe, attach photo if possible: _____

Additional comments

If you have any questions about this form, tree terms or tree concepts, please contact the Urban Forestry Council staff (below). It is acceptable if you cannot provide some of the information requested on this form.

A photograph of the tree must be submitted with this form.

Please attach **optional** supporting documents such as letters, arborist report, etc.

Send to: Urban Forestry Council, c/o Mei Ling Hui, 11 Grove Street, San Francisco, CA 94102
OR meiling.hui@sfgov.org

Any information you submit will be part of the public record.

The Public Records Act defines a "public record" broadly to include "any writing containing information relating to the conduct of the public's business prepared, owned, used or retained by any state or local agency, regardless of the physical form or characteristics." Govt. Code § 6252(e). The Sunshine Ordinance defines "public information" as the content of "public records" as defined in the Public Records Act. Admin Code § 67.20(b). Pursuant to the Public Records Act and Sunshine Ordinance, this document is a public record and will be available to the public upon request, at the hearing site, at the San Francisco Main Library, and on the Urban Forestry Council's website. Admin Code §§ 8.16, 67.7 (b), and 67.21(a).

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| | |
|-------------------------------------|-------------------------------|
| Application received date _____ | Received by _____ |
| Tree evaluation form _____ | UFC recommendation date _____ |
| Board of Supervisors Decision _____ | _____ |
| Landmark Tree # _____ | Title recorded date _____ |

URBAN FORESTRY COUNCIL CRITERIA FOR LANDMARK TREE EVALUATION (DRAFT)

Pursuant to Ordinance 0017-06 and Public Works Code Section 810, the UFC has developed these criteria for evaluating potential landmark trees in San Francisco. When evaluating or considering potential landmark trees, please consider the context of the tree within its site location. For example, a tree on PUC land may not have the same community importance that a street or park tree would. Use comment sections, as appropriate, to explain or support evaluation. Attach sheets if more space is needed.

Rarity: Unusual species in San Francisco. ~~Also consider rarity in San Francisco (region or ecological zone).~~

Size: Notable size compared to other trees of the same species in San Francisco.

Age: Significantly advanced in age for this species.

Historical Association: Related to a historic building, site, street, person, event, etc.

Cultural appreciation: Particular value to certain cultural, ethnic or religious group in the city.

Neighborhood appreciation: Multiple neighbors appreciate tree as shown by indicators such as letters of support, petitions, outdoor gatherings, celebrations adjacent or related to tree, etc.

Tree contributes to—?—neighborhood character: Tree contributes significantly to or represents neighborhood aesthetic.

Prominent landscape feature: A striking, and outstanding natural feature.

Profiled in a publication or other media: Tree has received coverage in print, internet, video, media, ~~etc.~~ ~~coverage.~~

High ~~traffic area~~ calming value: ~~—~~ Tree is located in an area that has a high volume of vehicular, pedestrian or bike traffic and has a potential traffic calming effect.

Low tree density: Tree exists in a neighborhood with very few trees.

Extends between multiple properties: High visibility, multiple neighbors share tree—consult with Deputy City Attorney on whether criteria can be removed without readoption by Board.

Visible or Accessible from public right-of-way. High visibility and/or accessibility from public property.

Important wildlife habitat: This species type of tree has a known relationship with a particular local wildlife species or it provides food, shelter, or nesting to specific known wildlife individuals.

Interdependent group of trees: This tree is an integral member of a group of trees, and removing it may have an adverse impact on adjacent trees.

Erosion control: Tree prevents soil erosion

Wind or sound barrier: Tree reduces wind speed or mitigates undesirable noise

Character-Distinguished/defining form: Tree is an example of good form for its particular species, has a majestic quality, or otherwise unique structure.

Tree condition: Consider overall tree health and structure, and whether or not tree poses a hazard

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Erosion control: Tree prevents soil erosion

Wind or sound barrier: Tree reduces wind speed or mitigates undesirable noise

Distinguished form: Tree is an example of good form for its species, has a majestic quality, or otherwise unique structure.

Tree condition: Consider overall tree health and structure, and whether or not tree poses a hazard

Urban Forestry Council
LANDMARK TREE COMMITTEE
DRAFT MEETING MINUTES

DOCUMENTS DEPT.

Tuesday, August 12, 2008, 4:00 p.m.
City Hall, Room 421
One Dr. Carlton B. Goodlett Place
San Francisco, CA

AUG 21 2008

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PUBLIC LIBRARY

COMMITTEE MEMBERS: Mike Boss (Chair), Carolyn Blair, Steve Griswold, Malcolm Hillan, and Mark Sustarich.

Order of Business

1. **Call to Order and Roll Call.** The Landmark Tree Committee meeting was called to order at 4:06 p.m. Present: Chair Boss, Members Griswold and Member Milne who was appointed as a temporary member for this meeting. Excused: Members Hillan and Sustarich; Absent: Member Blair.
2. **Adoption of Minutes of the June 10, 2008 Urban Forestry Council Landmark Tree Committee Regular Meeting** (Explanatory Document: June 10, 2008 Approved Minutes) (Discussion and Action). Upon motion by Chair Boss and second by Member Griswold, the June 10, 2008 Landmark Tree Committee Meeting Minutes were approved as written without objection (AYES: Chair Boss, Members Griswold and Milne; Absent: Members Blair, Hillan and Sustarich).
3. **Hearing on Nomination for Landmark Tree Status.** The Landmark Tree Committee will hold a hearing to determine whether the tree nominated at the following address meets the criteria for designation as a landmark tree. At the conclusion of the hearing, the Landmark Tree Committee will vote on whether to approve or reject the nomination and shall adopt written findings to support its decision to forward to the Urban Forestry Council. The Council will forward approved nominations to the Board of Supervisors for further consideration. (Discussion and Action).

Lombardy Poplar (*Populus nigra*) located at 501 Octavia, corner of Hayes Street, Assessor's Block 0807, Lot 004 (approximate) (Explanatory Documents: Nomination Forms, Evaluation Form, and Pictures 081208 501 Octavia Landmark Nomination Packet).

Sponsor for the Evaluation

Ms. P.J. Dayacamos, initiator of the nomination, spoke for the sponsor, Director Jared Blumenfeld, in support of recommending landmark tree status. Ms. Dayacamos reported that she had moved to the Hayes Valley neighborhood in October of 1980 and described the abundance of large trees that were in the neighborhood at that time, including the tree she proposed to landmark. Ms. Dayacamos stated that in her review of the landmark tree list, she noticed that there were no Lombardy Poplar trees previously landmarked, and that she has not seen any trees of this species in San Francisco of this majesty. Reasons that were provided for recommending landmark tree status included tree: size, vitality, history, neighborhood appreciation, noise buffer, is a bird habitat that has served as a safe haven for many birds seeking protection from raptors, provides shade for surrounding buildings and people, and a prominent landscape feature that offers a beautiful view from the surrounding freeway and roads.

Ms. Dayacamos reported that many trees in the neighborhood had been chopped down for the sake of improvements, but that the intersection where this tree resides was saved because of its landmark status and historical affiliation. It was explained that this tree is the largest in the neighborhood and the

only one of its species. Ms. Dayacamos stated that a Lombardy Poplar that was about 10-15 feet away was destroyed by abuse and neglect of the property management company that took over in the 1990's, and that her objective is to make sure that this tree is protected. Ms. Dayacamos has provided care for this tree over the years and explained that the property management company had hired unqualified workers that improperly pruned the tree. Ms. Dayacamos stated that trees are everybody's business because of San Francisco's decreasing urban forest and should be protected from people who do not want to learn how to best maintain and protect street trees in urban forest areas.

Staff Evaluation Report

Council Coordinator Hui reported that she had inspected the Lombardy Poplar tree and presented a staff evaluation report described in the "Landmark Tree Evaluation Form and Criteria" contained in the packet [501 Octavia Landmark Packet](#).

Other Reports: Property owners, professional staff and affected property owners were not in attendance to provide a report.

Public Comment

Ms. Dayacamos described her intervention with the property owners to ensure that proper care would be provided for the tree and expressed her concern that she was told to mind her own business. It was explained that the property owners are planting undesirable replacement trees for the ones that had been destroyed and that new trees that have been planted are not getting proper care and are not surviving.

Committee Evaluation Reports

Chair Boss reported that he had inspected the Lombardy Poplar tree and discussed his evaluation report presenting findings that the tree (1) is an uncommon street tree; (2) a medium-size tree; (3) not of advanced age as it appears to not have been planted long before 1970; (4) is typical of a Lombardy Poplar that may have been topped or pruned badly; (5) is not a majestic or a large specimen; (6) is not in great condition, but does not appear to be a hazard; (7) does not have historical value or significance other than being in a potential historic site; (8) is a prominent landscape feature, in an area of moderate tree density, accessible from the public right of way; (9) is not in a high-traffic area; (10) not an important wildlife habitat because it does not appear to have a particular relationship with a particular wildlife species, although there is a picture of a raven in the tree; (10) no evidence of it providing a wind or sound barrier, (11) neighborhood appreciation consists of one vote of support; (12) no evidence of this particular species being important to various religious or cultural groups; and (13) the tree does contribute to neighborhood character and provides shade and green area in an urban setting.

Chair Boss reported that the tree is a wonderful and significant street tree that is about 20 feet in height and having a diameter greater than a foot, so by definition it has significant street tree status and has protection status as a result, but does not think that this particular specimen of a street tree should be granted landmark status. Member Griswold reported that there is something compelling about the tree being the last remnant of a larger planting in the neighborhood and expressed his concern on the lack of representation by the actual owners of the tree. Coordinator Hui reported that she had complied with noticing requirements and the property owner was sent a letter.

Chair Boss stated that he felt the planter box was a detriment to the health of the tree, is a sidewalk intrusion that may also be a code violation, and asked if a citation could be issued by the Department of Public Works urban forester in order to protect the tree. Coordinator Hui reported that her

understanding is that planter boxes and other sidewalk furniture require minor sidewalk encroachment permits, which are almost \$900 each for the permit application fee. Based on the history of the care of these trees, she doubts that such an encroachment permit was granted. It was explained that there is an encroachment permit or easement that the café next door has been granted. Coordinator Hui stated that even though it is a wide sidewalk, she does not know if a sidewalk encroachment permit would be given for such a structure given the easement and other things going on in the sidewalk.

Council Member Quirke stated that he believes that Ms. Dayacamos' primary reason for recommending landmark status is because she feels the property owners are negligent and may destroy the tree. Council Member Quirke asked if there are protections that go along with the designation of "significant tree" that could address Ms. Dayacamos' concerns. Coordinator Hui reported that significant trees are actually trees on private property that have the same rights as street trees if they are one of three certain sizes, are at least 20 feet tall, have a foot dbh or have a canopy spread of 15 feet. The trees on private property within 10 feet of the public right-of-way that meet one of those size requirements get the same protections as street trees. Chair Boss stated that he thought it was any tree within ten feet of a public right-of-way that meets the size requirements. Member Milne stated that within 10 feet of a public right of way does not mean in the public right of way. It was explained that the legislation was drafted to include private property trees by naming them as significant. Coordinator Hui stated that the purpose of the legislation was to protect big trees on private property that are close to the public right-of-way and to give them the same rights as right-of-way public property trees. Council Member Quirke asked if that would mean that significant trees do not have protection. Member Milne explained that the protection lies in the fact that you would have to apply for a permit to remove the tree. Chair Boss recommended that the Committee at a future meeting summarize what different hurdles and barriers there are to removing significant trees. Chair Boss stated that he would also be interested in examining why Lombardy Poplars are uncommon street trees in San Francisco.

Discussion and Action by Committee

Chair Boss stated that he does not believe that the tree rises to the level of landmark tree status and the level of protection it should be afforded is not an argument or criteria used to apply whether the tree is of landmark quality or not. It was explained that there are other ways to protect the tree without invoking landmark tree status, e.g., the Committee could consider adding its weight to recommend that a citation be issued to remove the planter box. Chair Boss agreed that it would be a shame to lose the tree as it provides a valuable function, but did not feel that it met the criteria of a landmark tree in that it has health and structural problems and because of its lack of age and size for the species. It was stated that it is important to tell people that this tree is legally protected by the City of San Francisco and its residents and there are consequences for violation. Member Milne stated that the Council could ask their department representatives if they would be interested in sending official letters to the property owner advising them of the protection that this tree does have. Member Milne thanked Ms. Dayacamos for her time and research into this effort. Ms. Dayacamos stated that she would do whatever she could to facilitate protection of the tree.

Upon Motion by Chair Boss and second by Member Griswold, the Lombardy Poplar at 501 Octavia Street was not recommended for landmark tree status (AYES: Chair Boss, Members Griswold and Milne; Absent: Members Blair, Hillan and Sustarich). The recommendation would be forwarded to the Urban Forestry Council to consider and vote on at their August 26, 2008 meeting.

- 4. Landmark Tree Evaluation Criteria.** The Committee shall continue to discuss redefining landmark tree evaluation criteria and review drafts of revised tree nomination and evaluation forms (Explanatory Documents: Original Criteria for Landmark Tree Evaluation Drafts and Drafts of Revised Tree

Nomination and Evaluation Forms 081208 Landmark Tree Forms Discussion Packet and Criteria for Landmark Tree Evaluation Drafts Revised 061008) (Discussion and Possible Action).

Coordinator Hui reported that the explanatory documents include the revised landmark tree evaluation criteria description, evaluation form criteria by section, and revised landmark tree evaluation and nomination forms. Coordinator Hui reported that revisions to the criteria would have to be approved by the Council and the Board of Supervisors, but internal forms such as the nomination and evaluation forms would only have to be approved by the Council. Members discussed and provided recommendations for revisions to the landmark tree evaluation criteria, and evaluation and nomination forms.

Upon Motion by Member Milne and second by Chair Boss, without objection, the Committee approved for recommendation to the Council revision of the landmark tree evaluation criteria and landmark tree evaluation and nomination forms as amended in Committee. Coordinator Hui would present the revised landmark tree evaluation criteria to the Deputy City Attorney to determine whether the revisions would have to be readopted by the Board of Supervisors and would report back to the Council. (Absent: Members Blair, Hillan and Sustarich) (Explanatory Documents: Amended Evaluation and Nomination Forms Landmark Tree Nomination Form Amended 061008; Landmark Tree Evaluation Form Amended 081208 and Criteria for Landmark Tree Evaluation Drafts Revised 061008.)

5. **New Business/Future Agenda Items.** (Information and Discussion) Chair Boss requested an update on the Black Acacia tree nomination at 1245 Masonic Avenue that the Council considered for landmark tree status. Coordinator Hui reported that the Council forwarded the nomination to the Board of Supervisors without recommendation because it was a split vote. It was explained that the sponsoring Supervisor met with the property owners and several neighbors and decided to not bring the legislation for landmark tree status for hearing before the Board of Supervisors. Chair Boss recommended an agenda item to discuss landmark tree outreach.
6. **Public Comment:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was no public comment at this time.
7. **Adjournment.** The Urban Forestry Council Landmark Tree Committee adjourned at 5:30 p.m.

Approved:

**Urban Forestry Council
LANDMARK TREE COMMITTEE
APPROVED MEETING MINUTES**

DOCUMENTS DEPT.

**Tuesday, August 12, 2008, 4:00 p.m.
City Hall, Room 421
One Dr. Carlton B. Goodlett Place
San Francisco, CA**

NOV 20 2008

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PUBLIC LIBRARY

COMMITTEE MEMBERS: Mike Boss (Chair), Carolyn Blair, Steve Griswold, Malcolm Hillan, and Mark Sustarich.

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Other Reports: Property owners, professional staff and affected property owners were not in attendance to provide a report.

Public Comment

Ms. Dayacamos described her intervention with the property owners to ensure that proper care would be provided for the tree and expressed her concern that she was told to mind her own business. It was explained that the property owners are planting undesirable replacement trees for the ones that had been destroyed and that new trees that have been planted are not getting proper care and are not surviving.

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of representation by the actual owners of the tree. Coordinator Hui reported that she had complied with noticing requirements and the property owner was sent a letter.

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Chair Boss stated that he does not believe that the tree rises to the level of landmark tree status and the level of protection it should be afforded is not an argument or criteria used to apply whether the tree is of landmark quality or not. It was explained that there are other ways to protect the tree without invoking landmark tree status, e.g., the Committee could consider adding its weight to recommend that a citation be issued to remove the planter box. Chair Boss agreed that it would be a shame to lose the tree as it provides a valuable function, but did not feel that it met the criteria of a landmark tree in that it has health and structural problems and because of its lack of age and size for the species. It was stated that it is important to tell people that this tree is legally protected by the City of San Francisco and its residents and there are consequences for violation. Member Milne stated that the Council could ask their department representatives if they would be interested in sending official letters to the property owner advising them of the protection that this tree does have. Member Milne thanked Ms. Dayacamos for her time and research into this effort. Ms. Dayacamos stated that she would do whatever she could to facilitate protection of the tree.

Upon Motion by Chair Boss and second by Member Griswold, the Lombardy Poplar at 501 Octavia Street was not recommended for landmark tree status (AYES: Chair Boss, Members Griswold and Milne; Absent: Members Blair, Hillan and Sustarich). The recommendation would be forwarded to the Urban Forestry Council to consider and vote on at their August 26, 2008 meeting.

4. **Landmark Tree Evaluation Criteria.** The Committee shall continue to discuss redefining landmark tree evaluation criteria and review drafts of revised tree nomination and evaluation forms (Explanatory Documents: Original Criteria for Landmark Tree Evaluation Drafts and Drafts of Revised Tree Nomination and Evaluation Forms 081208 Landmark Tree Forms Discussion Packet and Criteria for Landmark Tree Evaluation Drafts Revised 061008) (Discussion and Possible Action).

Coordinator Hui reported that the explanatory documents include the revised landmark tree evaluation criteria description, evaluation form criteria by section, and revised landmark tree evaluation and nomination forms. Coordinator Hui reported that revisions to the criteria would have to be approved by the Council and the Board of Supervisors, but internal forms such as the nomination and evaluation forms would only have to be approved by the Council. Members discussed and provided recommendations for revisions to the landmark tree evaluation criteria, and evaluation and nomination forms.

Upon Motion by Member Milne and second by Chair Boss, without objection, the Committee approved for recommendation to the Council revision of the landmark tree evaluation criteria and landmark tree evaluation and nomination forms as amended in Committee. Coordinator Hui would present the revised landmark tree evaluation criteria to the Deputy City Attorney to determine whether the revisions would have to be readopted by the Board of Supervisors and would report back to the Council. (Absent: Members Blair, Hillan and Sustarich) (Explanatory Documents: Amended Evaluation and Nomination Forms Landmark Tree Nomination Form Amended 061008; Landmark Tree Evaluation Form Amended 081208 and Criteria for Landmark Tree Evaluation Drafts Revised 061008.)

5. **New Business/Future Agenda Items.** (Information and Discussion) Chair Boss requested an update on the Black Acacia tree nomination at 1245 Masonic Avenue that the Council considered for landmark tree status. Coordinator Hui reported that the Council forwarded the nomination to the Board of Supervisors without recommendation because it was a split vote. It was explained that the sponsoring Supervisor met with the property owners and several neighbors and decided to not bring the legislation for landmark tree status for hearing before the Board of Supervisors. Chair Boss recommended an agenda item to discuss landmark tree outreach.
6. **Public Comment:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was no public comment at this time.
7. **Adjournment.** The Urban Forestry Council Landmark Tree Committee adjourned at 5:30 p.m.

City and County of San Francisco
Urban Forestry Council
Landmark Tree Committee

NOTICE OF CANCELLED MEETING
Tuesday, September 9, 2008, 4:00 p.m.
Room 421, City Hall

The **Tuesday, September 9, 2008, 4:00 p.m. Regular Meeting** of the Urban Forestry Council's Landmark Tree Committee has been **CANCELLED**. The next Regular Meeting is scheduled for Tuesday, October 14, 2008 at 4:00 p.m. at City Hall, Room 421, One Dr. Carlton B. Goodlett Place in San Francisco. An agenda will be prepared and distributed at least 72 hours prior to the meeting. If you have any questions, please contact the Council Secretary at (415) 355-3709. You may also visit our [website](#) for additional meeting information.

Respectfully submitted by,

Monica Fish, Council Secretary

Posted: September 2, 2008

09-04-08A08:20 RCV

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San Francisco Urban Forestry Council

Landmark Tree Committee

NOTICE OF CANCELLED MEETING

Tuesday, October 14, 2008, 4:00 p.m.

Room 421, City Hall

The **Tuesday, October 14, 2008, 4:00 p.m. Regular Meeting** of the Urban Forestry Council's Landmark Tree Committee has been **CANCELLED**. An agenda will be prepared and distributed at least 72 hours prior to the next scheduled meeting. If you have any questions, please contact the Council Secretary at (415) 355-3709. You may also visit our [website](#) for additional meeting information.

Respectfully submitted by,

Monica Fish, Council Secretary

Posted: October 8, 2008

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Email: urbanforestcouncil@sfgov.org

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Urban Forestry Council
LANDMARK TREE COMMITTEE
DRAFT RESCHEDULED MEETING MINUTES

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*Monday, November 17, 2008, 4:00 p.m.
City Hall, Room 421
One Dr. Carlton B. Goodlett Place
San Francisco, CA

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*The Tuesday, November 11, 2008, 4:00 p.m. Regular Meeting of the Landmark Tree Committee was RESCHEDULED to Monday, November 17, 2008 at 4:00 p.m. due to a legal holiday on November 11th.

COMMITTEE MEMBERS: Mike Boss (Chair), Carolyn Blair, Steve Griswold, Malcolm Hillan, and Mark Sustarich.

Order of Business

1. **Call to Order and Roll Call.** The Landmark Tree Committee meeting was called to order at 4:03 p.m. Present: Chair Boss, Members Blair, Hillan, and Sustarich (Absent: Member Griswold).
2. **Adoption of Minutes of the August 12, 2008 Urban Forestry Council Landmark Tree Committee Regular Meeting.** (Discussion and Action) Upon Motion by Member Hillan and second by Member Sustarich, the Meeting Minutes were approved without objection (AYES: Chair Boss, Members Hillan and Sustarich; Absent: Members Blair and Griswold) (Explanatory Document: August 12, 2008 Approved Minutes http://sfgov.org/site/sfenvironment_page.asp?id=87000)
3. **Hearing on Nomination for Landmark Tree Status.** The Landmark Tree Committee will hold a hearing to determine whether the tree nominated at the following address meets the criteria for designation as a landmark tree. (Explanatory Documents: Board of Supervisors Resolution 431-08 (PDF) http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/Res431-08Buckeye.pdf, Landmark Tree Nomination Packet (PDF) http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/081305LandmarkTreeNominationPacket.pdf, and Committee and Staff Evaluation Forms (PDF) http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/EvaluationForms.pdf) (Discussion and Action)

California Buckeye (Aesculus Californica), 757 California Street, Assessor's Block 416B, Lot 11.

At the conclusion of the hearing, the Landmark Tree Committee will vote on whether to approve or reject the nomination and shall adopt written findings to support its decision to forward to the Urban Forestry Council. The Council will forward approved nominations to the Board of Supervisors for further consideration.

Chair Boss provided an overview of the Committee, Urban Forestry Council and Board of Supervisors landmark tree designation process. Staff and Committee members discussed their evaluation of the tree (see Evaluation Forms (PDF) http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/EvaluationForms.pdf)

Mr. Peter Linenthal, Director, Potrero Hill Archives Project, stated that the organization has been collecting historical material on Potrero Hill for about twenty years, and a book was created on Potrero Hill's history that includes this particular tree. An inquiry was made as to the potential age of the tree. Mr. Linenthal spoke in support of landmark status.

Representative from Supervisor Maxwell's Office stated that Supervisor Maxwell decided to sponsor this tree because of its uniqueness, that it's a low-growing tree, expansive, and is appreciated on a regular basis in people's every day lives. The age of the tree was questioned as the tree is larger than these trees tend to grow, and appears that it has been in existence for a long time.

Mr. Greg Gaar, Nature in the City, stated this tree is an indigenous tree and spoke on the importance of preserving what is left of San Francisco's heritage. Mr. Gaar spoke in support of landmark status.

Council Chair Terry Milne recommended placing a plaque on this tree if it were to be granted landmark tree status. It was recommended that there be interaction with CalTrans to make sure they are aware of its landmark status and to avoid removal/pruning of the tree.

Upon Motion by Member Hillan and second by Member Blair, the California Buckeye tree at 757 Pennsylvania Avenue was recommended for landmark tree status for the full Council's consideration at their December 14th meeting. (AYES: Chair Boss, Members Blair, Hillan, and Sustarich; Absent: Member Griswold)

4. **Landmark Tree Public Outreach.** (Discussion) Coordinator Hui reported that an outreach letter had previously been sent to all entities with the authority to nominate a tree. Coordinator Hui presented on the landmark tree program to the Landmarks Preservation Advisory Board earlier this year. Chair Boss and Member Hillan recommended media events surrounding landmark tree plaque installations which may stimulate others to nominate trees. Chair Boss recommended creating publication or newspaper articles on the landmark tree process. Coordinator Hui reported that (1) there would be an annual landmark tree tour and would request partnership from Friends of the Urban Forest; (2) the Department of the Environment's Outreach program area would be funding an informational postcard that would have a landmark tree in the front and include basic instructions on the process on the back of the postcard; (3) biographies would be added to the landmark tree database which would feed into a self-guided landmark tree tour; and (4) fundraising is being done for the plaques. Member Hillan recommended handing out the postcards to certified arborists to give to their clients. Member Blair recommended adding photos of landmark trees to the Department's website. Coordinator Hui reported that there would be an image of each tree added to the google map of landmark trees on the Department of the Environment's website and to the biographies.

Council Chair Milne recommended media events as an effective outreach method. It was stated that the nomination forms may be a deterrent to property owners because they may feel they don't have the expertise or information available to fill out the form.

Public Comment: Mr. Gaar stated that docents at the Arboretum could assist in promoting landmark tree outreach. Additional publicity recommendations included requesting coverage by Channel 7 Salutes, advertisement on U-Tube, and a teaching guide that can be used in schools, e.g. pictures of kids in trees. Coordinator Hui reported that she would consult with the Department's Education program on partnering in this effort

5. **New Business/Future Agenda Items.** (Information and Discussion) Discussion of reconstitution of membership at Committees with new Committee structure. Milne - Bylaws would have to be redone to reconstitute membership and would be considered at the December meeting. Hillan revisit the plaque topic for status report. Hui will bring it up when something new to report. Milne staff report. Blair whether artists or neighborhood groups would be interested in supplementing artwork on trees. Milne find out if some organization in the Richmond District go out and survey the Buckeye in the neighborhood and submit it to the Supervisor for nomination.
6. **Public Comment:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was no public comment at this time.
7. **Adjournment.** The Landmark Tree Committee meeting adjourned at 5:08 p.m.

Approved:

City and County of San Francisco
Urban Forestry Council
LANDMARK TREE COMMITTEE
Rescheduled Meeting Notice and Agenda

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*Tuesday, November 11, 2008, 4:00 p.m. RESCHEDULED to
Monday, November 17, 2008, 4:00 p.m.
City Hall, Room 421
One Dr. Carlton B. Goodlett Place
San Francisco, CA

*The Tuesday, November 11, 2008, 4:00 p.m. Regular Meeting of the Landmark Tree Committee has been RESCHEDULED to Monday, November 17, 2008 at 4:00 p.m. due to a legal holiday on November 11th.

COMMITTEE MEMBERS: Mike Boss (Chair), Carolyn Blair, Steve Griswold, Malcolm Hillan, and Mark Sustarich.

Order of Business

Public Comment will be heard before the Committee takes action on any item.

1. **Call to Order and Roll Call.**
2. **Adoption of Minutes of the August 12, 2008 Urban Forestry Council Landmark Tree Committee Regular Meeting.** (Explanatory Document: August 12, 2008 Draft Minutes http://sfgov.org/site/sfenvironment_page.asp?id=87000) (Discussion and Action)
3. **Hearing on Nomination for Landmark Tree Status.** The Landmark Tree Committee will hold a hearing to determine whether the tree nominated at the following address meets the criteria for designation as a landmark tree. (Explanatory Documents: Board of Supervisors Resolution 431-08 (PDF) http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/Res431-08Buckeye.pdf and Landmark Tree Nomination Packet (PDF) http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/081305LandmarkTreeNominationPacket.pdf) (Discussion and Action)

California Buckeye (Aesculus Californica), 757 California Street, Assessor's Block 416B, Lot 11.

At the conclusion of the hearing, the Landmark Tree Committee will vote on whether to approve or reject the nomination and shall adopt written findings to support its decision to forward to the Urban Forestry Council. The Council will forward approved nominations to the Board of Supervisors for further consideration.

4. **Landmark Tree Public Outreach.** (Discussion)
5. **New Business/Future Agenda Items.** (Information and Discussion)

6. **Public Comment:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.

7. **Adjournment.**

Landmark Tree Hearing Recommended Guidelines

The Committee Chair has the discretion to change speaker order or length of time for each speaker if the Chair determines the request to be reasonable.

- 1) Sponsor for nomination (8 min)
- 2) Staff analysis (8 min)
- 3) Property owner's presentation, including outside professional staff (8 min)
- 4) Affected property owner's presentation, including outside professional staff (8 min)
- 5) Public comment (up to 3 min/per person)
- 6) Committee Evaluation Reports (8 min total)
- 7) Staff Rebuttal (3-5 min)
- 8) Property Owner Rebuttal (3-5 min)
- 9) Affected property owner rebuttal (3-5 min)
- 10) Discussion and Action by Committee

The next Landmark Tree Committee meeting is scheduled for Tuesday, December 9, 2008 at 4:00 p.m., Room 421, City Hall.

Public Comment

At this time, members of the public may address the Committee on items of interest that are within the subject matter jurisdiction of the Committee but are not on today's agenda. Public comment will be taken following each agendized item. Each member of the public may address the Committee for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Committee from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agendized item, the Committee is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council Landmark Tree Committee meetings will be held in Room 421, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Committee meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

**Know Your Rights Under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)**

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force, Frank Darby, Jr., Sunshine Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 252-3100, fax (415) 252-3112; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: http://sfgov.org/site/sfenvironment_meeting.asp?id=61012 (by following the links by each agenda item), by following the links by each agenda item above, or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. If any materials related to an item on this agenda have been distributed to the Planning and Funding Committee after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 11 Grove Street, San Francisco, CA 94102 during normal office hours or will be made available at the meeting website link http://sfgov.org/site/sfenvironment_meeting.asp?id=61012 as links to the agenda or meeting minutes (by item).

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Commission and the public.

Monica Fish, Council Secretary
TEL: (415) 355-3709; FAX: 415-554-6393

Posted: November 4, 2008

**Urban Forestry Council
LANDMARK TREE COMMITTEE
DRAFT MEETING MINUTES**

DOCUMENTS DEPT.

**Tuesday, August 12, 2008, 4:00 p.m.
City Hall, Room 421
One Dr. Carlton B. Goodlett Place
San Francisco, CA**

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COMMITTEE MEMBERS: Mike Boss (Chair), Carolyn Blair, Steve Griswold, Malcolm Hillan, and Mark Sustarich.

Order of Business

- 1. Call to Order and Roll Call.** The Landmark Tree Committee meeting was called to order at 4:06 p.m. Present: Chair Boss, Members Griswold and Member Milne who was appointed as a temporary member for this meeting. Excused: Members Hillan and Sustarich; Absent: Member Blair.
- 2. Adoption of Minutes of the June 10, 2008 Urban Forestry Council Landmark Tree Committee Regular Meeting** (Explanatory Document: June 10, 2008 Approved Minutes) (Discussion and Action). Upon motion by Chair Boss and second by Member Griswold, the June 10, 2008 Landmark Tree Committee Meeting Minutes were approved as written without objection (AYES: Chair Boss, Members Griswold and Milne; Absent: Members Blair, Hillan and Sustarich).
- 3. Hearing on Nomination for Landmark Tree Status.** The Landmark Tree Committee will hold a hearing to determine whether the tree nominated at the following address meets the criteria for designation as a landmark tree. At the conclusion of the hearing, the Landmark Tree Committee will vote on whether to approve or reject the nomination and shall adopt written findings to support its decision to forward to the Urban Forestry Council. The Council will forward approved nominations to the Board of Supervisors for further consideration. (Discussion and Action).

Lombardy Poplar (*Populus nigra*) located at 501 Octavia, corner of Hayes Street, Assessor's Block 0807, Lot 004 (approximate) (Explanatory Documents: Nomination Forms, Evaluation Form, and Pictures 081208 501 Octavia Landmark Nomination Packet).

Sponsor for the Evaluation

Ms. P.J. Dayacamos, initiator of the nomination, spoke for the sponsor, Director Jared Blumenfeld, in support of recommending landmark tree status. Ms. Dayacamos reported that she had moved to the Hayes Valley neighborhood in October of 1980 and described the abundance of large trees that were in the neighborhood at that time, including the tree she proposed to landmark. Ms. Dayacamos stated that in her review of the landmark tree list, she noticed that there were no Lombardy Poplar trees previously landmarked, and that she has not seen any trees of this species in San Francisco of this majesty. Reasons that were provided for recommending landmark tree status included tree: size, vitality, history, neighborhood appreciation, noise buffer, is a bird habitat that has served as a safe haven for many birds seeking protection from raptors, provides shade for surrounding buildings and people, and a prominent landscape feature that offers a beautiful view from the surrounding freeway and roads.

Ms. Dayacamos reported that many trees in the neighborhood had been chopped down for the sake of improvements, but that the intersection where this tree resides was saved because of its landmark status and historical affiliation. It was explained that this tree is the largest in the neighborhood and the

only one of its species. Ms. Dayacamos stated that a Lombardy Poplar that was about 10-15 feet away was destroyed by abuse and neglect of the property management company that took over in the 1990's, and that her objective is to make sure that this tree is protected. Ms. Dayacamos has provided care for this tree over the years and explained that the property management company had hired unqualified workers that improperly pruned the tree. Ms. Dayacamos stated that trees are everybody's business because of San Francisco's decreasing urban forest and should be protected from people who do not want to learn how to best maintain and protect street trees in urban forest areas.

Staff Evaluation Report

Council Coordinator Hui reported that she had inspected the Lombardy Poplar tree and presented a staff evaluation report described in the "Landmark Tree Evaluation Form and Criteria" contained in the packet 501 Octavia Landmark Packet.

Other Reports: Property owners, professional staff and affected property owners were not in attendance to provide a report.

Public Comment

Ms. Dayacamos described her intervention with the property owners to ensure that proper care would be provided for the tree and expressed her concern that she was told to mind her own business. It was explained that the property owners are planting undesirable replacement trees for the ones that had been destroyed and that new trees that have been planted are not getting proper care and are not surviving.

Committee Evaluation Reports

Chair Boss reported that he had inspected the Lombardy Poplar tree and discussed his evaluation report presenting findings that the tree (1) is an uncommon street tree; (2) a medium-size tree; (3) not of advanced age as it appears to not have been planted long before 1970; (4) is typical of a Lombardy Poplar that may have been topped or pruned badly; (5) is not a majestic or a large specimen; (6) is not in great condition, but does not appear to be a hazard; (7) does not have historical value or significance other than being in a potential historic site; (8) is a prominent landscape feature, in an area of moderate tree density, accessible from the public right of way; (9) is not in a high-traffic area; (10) not an important wildlife habitat because it does not appear to have a particular relationship with a particular wildlife species, although there is a picture of a raven in the tree; (10) no evidence of it providing a wind or sound barrier, (11) neighborhood appreciation consists of one vote of support; (12) no evidence of this particular species being important to various religious or cultural groups; and (13) the tree does contribute to neighborhood character and provides shade and green area in an urban setting.

Chair Boss reported that the tree is a wonderful and significant street tree that is about 20 feet in height and having a diameter greater than a foot, so by definition it has significant street tree status and has protection status as a result, but does not think that this particular specimen of a street tree should be granted landmark status. Member Griswold reported that there is something compelling about the tree being the last remnant of a larger planting in the neighborhood and expressed his concern on the lack of representation by the actual owners of the tree. Coordinator Hui reported that she had complied with noticing requirements and the property owner was sent a letter.

Chair Boss stated that he felt the planter box was a detriment to the health of the tree, is a sidewalk intrusion that may also be a code violation, and asked if a citation could be issued by the Department of Public Works urban forester in order to protect the tree. Coordinator Hui reported that her

understanding is that planter boxes and other sidewalk furniture require minor sidewalk encroachment permits, which are almost \$900 each for the permit application fee. Based on the history of the care of these trees, she doubts that such an encroachment permit was granted. It was explained that there is an encroachment permit or easement that the café next door has been granted. Coordinator Hui stated that even though it is a wide sidewalk, she does not know if a sidewalk encroachment permit would be given for such a structure given the easement and other things going on in the sidewalk.

Council Member Quirke stated that he believes that Ms. Dayacamos' primary reason for recommending landmark status is because she feels the property owners are negligent and may destroy the tree. Council Member Quirke asked if there are protections that go along with the designation of "significant tree" that could address Ms. Dayacamos' concerns. Coordinator Hui reported that significant trees are actually trees on private property that have the same rights as street trees if they are one of three certain sizes, are at least 20 feet tall, have a foot dbh or have a canopy spread of 15 feet. The trees on private property within 10 feet of the public right-of-way that meet one of those size requirements get the same protections as street trees. Chair Boss stated that he thought it was any tree within ten feet of a public right-of-way that meets the size requirements. Member Milne stated that within 10 feet of a public right of way does not mean in the public right of way. It was explained that the legislation was drafted to include private property trees by naming them as significant. Coordinator Hui stated that the purpose of the legislation was to protect big trees on private property that are close to the public right-of-way and to give them the same rights as right-of-way public property trees. Council Member Quirke asked if that would mean that significant trees do not have protection. Member Milne explained that the protection lies in the fact that you would have to apply for a permit to remove the tree. Chair Boss recommended that the Committee at a future meeting summarize what different hurdles and barriers there are to removing significant trees. Chair Boss stated that he would also be interested in examining why Lombardy Poplars are uncommon street trees in San Francisco.

Discussion and Action by Committee

Chair Boss stated that he does not believe that the tree rises to the level of landmark tree status and the level of protection it should be afforded is not an argument or criteria used to apply whether the tree is of landmark quality or not. It was explained that there are other ways to protect the tree without invoking landmark tree status, e.g., the Committee could consider adding its weight to recommend that a citation be issued to remove the planter box. Chair Boss agreed that it would be a shame to lose the tree as it provides a valuable function, but did not feel that it met the criteria of a landmark tree in that it has health and structural problems and because of its lack of age and size for the species. It was stated that it is important to tell people that this tree is legally protected by the City of San Francisco and its residents and there are consequences for violation. Member Milne stated that the Council could ask their department representatives if they would be interested in sending official letters to the property owner advising them of the protection that this tree does have. Member Milne thanked Ms. Dayacamos for her time and research into this effort. Ms. Dayacamos stated that she would do whatever she could to facilitate protection of the tree.

Upon Motion by Chair Boss and second by Member Griswold, the Lombardy Poplar at 501 Octavia Street was not recommended for landmark tree status (AYES: Chair Boss, Members Griswold and Milne; Absent: Members Blair, Hillan and Sustarich). The recommendation would be forwarded to the Urban Forestry Council to consider and vote on at their August 26, 2008 meeting.

4. **Landmark Tree Evaluation Criteria.** The Committee shall continue to discuss redefining landmark tree evaluation criteria and review drafts of revised tree nomination and evaluation forms (Explanatory Documents: Original Criteria for Landmark Tree Evaluation Drafts and Drafts of Revised Tree

Nomination and Evaluation Forms 081208 Landmark Tree Forms Discussion Packet and Criteria for Landmark Tree Evaluation Drafts Revised 061008) (Discussion and Possible Action).

Coordinator Hui reported that the explanatory documents include the revised landmark tree evaluation criteria description, evaluation form criteria by section, and revised landmark tree evaluation and nomination forms. Coordinator Hui reported that revisions to the criteria would have to be approved by the Council and the Board of Supervisors, but internal forms such as the nomination and evaluation forms would only have to be approved by the Council. Members discussed and provided recommendations for revisions to the landmark tree evaluation criteria, and evaluation and nomination forms.

Upon Motion by Member Milne and second by Chair Boss, without objection, the Committee approved for recommendation to the Council revision of the landmark tree evaluation criteria and landmark tree evaluation and nomination forms as amended in Committee. Coordinator Hui would present the revised landmark tree evaluation criteria to the Deputy City Attorney to determine whether the revisions would have to be readopted by the Board of Supervisors and would report back to the Council. (Absent: Members Blair, Hillan and Sustarich) (Explanatory Documents: Amended Evaluation and Nomination Forms Landmark Tree Nomination Form Amended 061008; Landmark Tree Evaluation Form Amended 081208 and Criteria for Landmark Tree Evaluation Drafts Revised 061008.)

5. **New Business/Future Agenda Items.** (Information and Discussion) Chair Boss requested an update on the Black Acacia tree nomination at 1245 Masonic Avenue that the Council considered for landmark tree status. Coordinator Hui reported that the Council forwarded the nomination to the Board of Supervisors without recommendation because it was a split vote. It was explained that the sponsoring Supervisor met with the property owners and several neighbors and decided to not bring the legislation for landmark tree status for hearing before the Board of Supervisors. Chair Boss recommended an agenda item to discuss landmark tree outreach.
6. **Public Comment:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was no public comment at this time.
7. **Adjournment.** The Urban Forestry Council Landmark Tree Committee adjourned at 5:30 p.m.

Approved:

1 [Landmark Designation Nomination for the California Buckeye tree located behind 757
2 Pennsylvania Street]

3
4 Resolution of intent initiating the nomination of the California Buckeye tree (*Aesculus*
5 *Californica*) located behind 757 Pennsylvania Street, (Assessor's Bock 416B, Lot 11)
6 for landmark tree status pursuant to Public Works Code Section 810(b), acknowledging
7 temporary designation pursuant to Public Works Section 810(d), and authorizing other
8 official acts in furtherance of the Resolution.

9
10 WHEREAS, Trees provide numerous environmental and social benefits such as
11 reducing stormwater runoff, reducing energy use, reducing air pollution, improving air quality,
12 increasing property values and providing wildlife habitat; and

13 WHEREAS, The Board of Supervisors passed Ordinance Number 17-06, an
14 amendment to Public Works Code Section 810, landmark trees, significant trees, and
15 penalties for violation in support of a landmark tree program, and a copy of said Ordinance is
16 on file with the Clerk of the Board of Supervisors in file number 051458 which is incorporated
17 herein by reference; and,

18 WHEREAS, The Board of Supervisors adopted the Urban Forestry Council's landmark
19 tree designation criteria, forms and procedures in Resolution Enacted Number 440-06. A
20 copy of said Resolution is on file with the Clerk of the Board of Supervisors File Number
21 060487 which is incorporated herein by reference on file with the Clerk of the Board of
22 Supervisors in File No. 081305, which is hereby declared to be a part of this resolution as if
23 set forth fully herein; and,

24 WHEREAS, The California Buckeye tree (*Aesculus Californica*) located behind 757
25 Pennsylvania Street, pictures of which are on file with the Clerk of the Board of Supervisors in

1 File Number 081305, is the only Buckeye variety native to the State of California and a
2 relatively rare species in San Francisco, and contributes to the visual aesthetic of CalTrain
3 riders waiting on the platform at the 22nd Street Station and the Potrero Hill community; now,
4 therefore be it

5 RESOLVED, That the Board, pursuant to Public Works Code Section 810(b), hereby
6 adopts this resolution of intent to initiate landmark tree designation for the California Buckeye
7 tree (*Aesculus Californica*) located behind 757 Pennsylvania Street, (Assessor's Bock 416B,
8 Lot 11) and acknowledges the temporary designation of such tree for landmark status
9 pursuant to Public Works Code Section 810(d); and, be it

10 FURTHER RESOLVED, That the Board directs the Clerk to forward this Resolution
11 and accompanying documents contained in the file to the Urban Forestry Council to begin the
12 landmark tree designation process for the subject trees; and, be it

13 FURTHER RESOLVED, That the Board urges the Director of Public Works to
14 immediately notify the affected department of the pending nomination and inform said
15 department of special approval requirement for removal of landmark trees under Public
16 Works Code 810(f) if such notification has not yet occurred.



City and County of San Francisco

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Tails Resolution

File Number: 081305

Date Passed:

Resolution of intent initiating the nomination of the California Buckeye tree (*Aesculus Californica*) located behind 757 Pennsylvania Street, (Assessor's Block 416B, Lot 11) for landmark tree status pursuant to Public Works Code Section 810(b), acknowledging temporary designation pursuant to Public Works Section 810(d), and authorizing other official acts in furtherance of the Resolution.

October 21, 2008 Board of Supervisors — ADOPTED

Ayes: 11 - Alioto-Pier, Ammiano, Chu, Daly, Dufty, Elsbernd, Maxwell,
McGoldrick, Mirkarimi, Peskin, Sandoval

File No. 081305

I hereby certify that the foregoing Resolution was ADOPTED on October 21, 2008 by the Board of Supervisors of the City and County of San Francisco.

10/30/2008

Date Approved

Angela Calvillo
Clerk of the Board

Mayor Gavin Newsom

SAN FRANCISCO URBAN FORESTRY COUNCIL

Landmark Tree Nomination Form

Disclaimer: Any information you include on this form will be part of the public record. Anyone may request to see the information you submit for a landmark tree nomination. For more legal information, see the last page of this form.

Who can nominate a landmark tree?

- ♣ An authorized nominator is a Supervisor, head of a City department or agency, Planning Commissioner, Landmarks Preservation Advisory Board member, or property owner.
- ♣ The Board of Supervisors, Planning Commission, Landmarks Preservation Advisory Board and the head of a City department or agency may nominate a tree.
- ♣ The head of a City department or agency may nominate a tree on property under their jurisdiction. City departments and agencies should conduct an internal approval process before nominating a tree.
- ♣ A property owner may nominate a tree on his or her property.
- ♣ A member of the public may ask an authorized nominator to nominate a tree.

I am one of the following authorized nominators

- ☐ Property owner
- ☒ Board of Supervisor member
- ☐ Head of a city department or agency
- ☐ Planning Commission member
- ☐ Landmarks Preservation Advisory Board member

Please note that a permit will be required for any future removal of a landmark tree.

Pursuant to Ordinance 0017-06 and Public Works Code 810, the Urban Forestry Council requests the following information.

Authorized nominator (Supervisor, Planning Commission, Landmarks Advisory Board, Head of City Department, Property Owner):

Property owner:

x Sophenia Maxwell
Name City Hall
1 Carlton B. Goodle # 279
Address San Francisco, Ca. 94102
Address 415-554-7671
Phone (day)

Name

Address

Address

Phone (day)

Fax #
Sophie.maxwell@sfgov.org
Email
cc: emily.rogers@sfgov.org

Fax #

Email

Member of the public who initiated nomination (if applicable):

Joni Eisen
Name
592 Pennsylvania
Address
SF 94107
Address

415-648-6740
Phone (day)

joneisen@sbcglobal.net
Fax #
Email

I am an authorized nominator and I support this nomination.

[Signature] Signature
October 7, 2008 Date

I am the property owner and I grant permission for city staff to evaluate the nominated tree on the property with advance notice.

Signature

Date

TREE DESCRIPTION

Tree name (species and common name): California Buckeye

Number of trees: 1

Street address: (behind) 757 Pennsylvania

Block 4168
Lot 11

Location of Tree: ☐ Front yard ☐ Rear yard ☐ Side yard ☐ Corner-side yard

☐ Public right-of-way ☒ Public lands ☒ Not sure

☒ Other: at Carthia platform level, approx. 130 yds S. of 23rd St

GPS units (OPTIONAL): _____

Height c. 40 feet
Average canopy width¹ c. 75 feet
Circumference at chest level² _____ inches
Circumference at ground level³ _____ inches

¹ Distance from one edge to opposite edge of tree canopy

² Distance around trunk at 4.5 ft off the ground. <http://www.usc-arb.org/publications/tree-oid/heritage.aspx>

³ Distance around trunk on the ground where the trunk meets the soil.

The Urban Forestry Council will use the following criteria to evaluate each potential landmark tree. If you need more space to describe the tree, please attach additional sheets.

Rarity: ☐ Rare ☒ Uncommon ☐ Common ☐ Other

Unusual species in San Francisco. Also consider rarity in California, North America, world.

Comment: Calif and Potrero Hill natives

Size: ☒ Large ☐ Medium ☐ Small

Notable size (height, diameter, canopy width) compared to other trees of the same species.

Comment: great width but not height

Age: Significantly advanced age for this species (known or estimated).

Comment: _____

Historical Association: ☐ Yes ☒ None apparent

Related to a historic or cultural building, site, street, person, event, etc.

Describe nature of appreciation: _____

Ethnic appreciation: ☐ Yes ☐ None apparent

Particular value to certain ethnic groups in neighborhood or city.

Describe nature of appreciation: Used for Ohlone food
and fishing

Neighborhood appreciation: ☐ Yes ☐ None apparent

Multiple indicators such as letters of support, petition, outdoor gatherings, celebrations adjacent or related to tree, etc. Attach documentation:

Describe: _____

Planting defines neighborhood character: ☐ Yes ☒ No

Contributes to neighborhood aesthetic.

Describe contribution: _____

Profiled in a publication or other media: ☒ Yes ☐ Unknown

Tree has received print, internet, and/or video media coverage. Attach documentation if appropriate.

Describe coverage: pub of History of Potrero Hill by
Peter Linenthal + Abigail Johnston

High traffic area:☒ Yes ☐ No

High visibility, possible traffic calming effect.

Describe: train ridersLow tree density:☒ Low☐ Moderate☐ High

Tree exists in a neighborhood with very few trees.

Describe: _____

Extends between multiple properties:☐ Yes ☐ No

High visibility, multiple neighbors share tree.

Describe: _____

Accessible from public right-of-way:☒ Yes ☐ No

High visibility.

Describe: from train platform onlyImportant wildlife habitat:☐ Yes ☐ No

Wildlife shelter and/or food (observed or potential). Describe and be as specific as possible.

Interdependent group of trees:☐ Yes ☐ No

This tree forms a supercanopy and removing it may have an adverse impact on adjacent trees.

Describe: _____

Erosion control:☐ Yes ☐ No

Tree prevents soil erosion.

Describe: _____

Wind or sound barrier:☐ Yes ☐ No

Tree reduces wind speed or mitigates undesirable noise.

Describe: _____

Prominent landscape feature: ☒ Yes ☐ No

A striking and outstanding natural feature.

Describe, attach photo if possible: Has the look of a distinctive,
significant trees.

Character-defining form: ☐ Yes ☒ No

Tree is an example of good form for its particular species.

Describe: _____

Tree condition: ☐ Good ☐ Poor ☐ Hazard

Consider overall tree health and structure, and whether or not tree poses a hazard

Describe: evidence of insects + poor pruning,
needs work but is not a hazard.

Additional comments

If you have any questions about this form, tree terms or tree concepts, please contact the Urban Forestry Council staff (below). It is acceptable if you cannot provide some of the information requested on this form.

A photograph of the tree must be submitted with this form.

Please attach optional supporting documents such as letters, arborist report, etc.

Send to: Urban Forestry Council, c/o Mei Ling Hui, 11 Grove Street, San Francisco, CA 94102

OR meilinghui@sfgov.org

Any information you submit will be part of the public record.

The Public Records Act defines a "public record" broadly to include "any writing containing information relating to the conduct of the public's business prepared, owned, used or retained by any state or local agency, regardless of the physical form or characteristics." Govt. Code § 6252(e). The Sunshine Ordinance defines "public information" as the content of "public records" as defined in the Public Records Act. Admin Code § 67.20(b). Pursuant to the Public Records Act and Sunshine Ordinance, this document is a public record and will be available to the public upon request, at the hearing site, at the San Francisco Main Library, and on the Urban Forestry Council's website. Admin Code §§ 8.16, 67.7 (b), and 67.21(a).

| | |
|-------------------------------------|-------------------------------|
| Application received date _____ | Received by _____ |
| Tree evaluation form _____ | UFC recommendation date _____ |
| Board of Supervisors Decision _____ | _____ |
| Landmark Tree # _____ | Title recorded date _____ |



4192

606

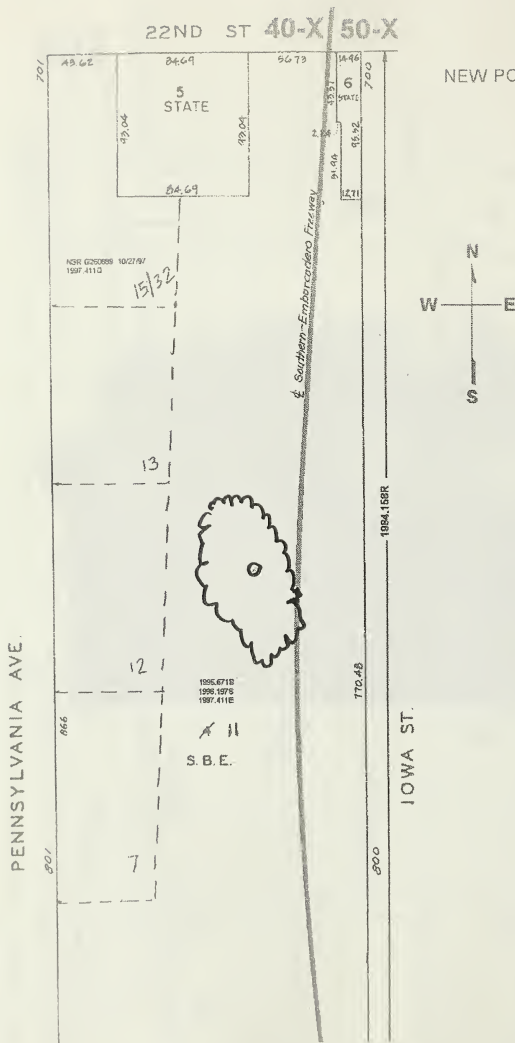
4168

SOUTHERN FREEWAY

607

4168
NEW POTRERO BLKS. 285-286

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Urban Forestry Council
LANDMARK TREE COMMITTEE
DRAFT RESCHEDULED MEETING MINUTES--CORRECTED

GOVERNMENT
DOCUMENTS DEPT

*Monday, November 17, 2008, 4:00 p.m.
City Hall, Room 421
One Dr. Carlton B. Goodlett Place
San Francisco, CA

OCT 27 2009

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*The Tuesday, November 11, 2008, 4:00 p.m. Regular Meeting of the Landmark Tree Committee was RESCHEDULED to Monday, November 17, 2008 at 4:00 p.m. due to a legal holiday on November 11th.

COMMITTEE MEMBERS: Mike Boss (Chair), Carolyn Blair, Steve Griswold, Malcolm Hillan, and Mark Sustarich.

Order of Business

1. **Call to Order and Roll Call.** The Landmark Tree Committee meeting was called to order at 4:03 p.m. Present: Chair Boss, Members Blair, Hillan, and Sustarich (Absent: Member Griswold).
2. **Adoption of Minutes of the August 12, 2008 Urban Forestry Council Landmark Tree Committee Regular Meeting.** (Discussion and Action) Upon Motion by Member Hillan and second by Member Sustarich, the Meeting Minutes were approved without objection (AYES: Chair Boss, Members Hillan and Sustarich; Absent: Members Blair and Griswold) (Explanatory Document: August 12, 2008 Approved Minutes http://sfgov.org/site/sfenvironment_page.asp?id=87000)
3. **Hearing on Nomination for Landmark Tree Status.** The Landmark Tree Committee will hold a hearing to determine whether the tree nominated at the following address meets the criteria for designation as a landmark tree. (Explanatory Documents: Board of Supervisors Resolution 431-08 (PDF) http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/Res431-08Buckeye.pdf, Landmark Tree Nomination Packet (PDF) http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/081305LandmarkTreeNominationPacket.pdf, and Committee and Staff Evaluation Forms (PDF) http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/EvaluationForms.pdf) (Discussion and Action)

California Buckeye (Aesculus Californica), 757 California Street, Assessor's Block 416B, Lot 11.

At the conclusion of the hearing, the Landmark Tree Committee will vote on whether to approve or reject the nomination and shall adopt written findings to support its decision to forward to the Urban Forestry Council. The Council will forward approved nominations to the Board of Supervisors for further consideration.

Chair Boss provided an overview of the Committee, Urban Forestry Council and Board of Supervisors landmark tree designation process. Staff and Committee members discussed their evaluation of the tree (see Evaluation Forms (PDF) http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2008/EvaluationForms.pdf)

Mr. Peter Linenthal, Director, Potrero Hill Archives Project, stated that the organization has been collecting historical material on Potrero Hill for about twenty years, and a book was created on Potrero Hill's history that includes this particular tree. An inquiry was made as to the potential age of the tree. Mr. Linenthal spoke in support of landmark status.

Representative from Supervisor Maxwell's Office stated that Supervisor Maxwell decided to sponsor this tree because of its uniqueness, that it's a low-growing tree, expansive, and is appreciated on a regular basis in people's every day lives. The age of the tree was questioned as the tree is larger than these trees tend to grow, and appears that it has been in existence for a long time.

Mr. Greg Gaar, Nature in the City, stated this tree is an indigenous tree and spoke on the importance of preserving what is left of San Francisco's heritage. Mr. Gaar spoke in support of landmark status.

Council Chair Terry Milne recommended placing a plaque on this tree if it were to be granted landmark tree status. It was recommended that there be interaction with CalTrans to make sure they are aware of its landmark status and to avoid removal/pruning of the tree.

Upon Motion by Member Hillan and second by Member Blair, the California Buckeye tree at 757 Pennsylvania Avenue was recommended for landmark tree status for the full Council's consideration at their December 14th meeting. (AYES: Chair Boss, Members Blair, Hillan, and Sustarich; Absent: Member Griswold)

4. **Landmark Tree Public Outreach.** (Discussion) Coordinator Hui reported that an outreach letter had previously been sent to all entities with the authority to nominate a tree. Coordinator Hui presented on the landmark tree program to the Landmarks Preservation Advisory Board earlier this year. Chair Boss and Member Hillan recommended media events surrounding landmark tree plaque installations which may stimulate others to nominate trees. Chair Boss recommended creating publication or newspaper articles on the landmark tree process. Coordinator Hui reported that (1) there would be an annual landmark tree tour and would request partnership from Friends of the Urban Forest; (2) the Department of the Environment's Outreach program area would be funding an informational postcard that would have a landmark tree in the front and include basic instructions on the process on the back of the postcard; (3) biographies would be added to the landmark tree database which would feed into a self-guided landmark tree tour; and (4) fundraising is being done for the plaques. Member Hillan recommended handing out the postcards to certified arborists to give to their clients. Member Blair recommended adding photos of landmark trees to the Department's website. Coordinator Hui reported that there would be an image of each tree added to the google map of landmark trees on the Department of the Environment's website and to the biographies.

Council Chair Milne recommended media events as an effective outreach method. It was stated that the nomination forms may be a deterrent to property owners because they may feel they don't have the expertise or information available to fill out the form.

Public Comment: Mr. Gaar stated that docents at the Arboretum could assist in promoting landmark tree outreach. Additional publicity recommendations included requesting coverage by Channel 7 Salutes, advertisement on U-Tube, and a teaching guide that can be used in schools, e.g. pictures of kids in trees. Coordinator Hui reported that she would consult with the Department's Education program on partnering in this effort

5. **New Business/Future Agenda Items.** (Information and Discussion) Committee members discussed the new Committee structure due to Urban Forestry Council Ordinance changes as it applies to Council membership. Urban Forestry Council Chair Milne stated that the Bylaws would have to be amended at a future meeting in order to reflect membership changes. Member Hillan recommended that the Committee revisit the visible identification of landmark trees topic at a future meeting.
6. **Public Comment:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was no public comment at this time.
7. **Adjournment.** The Landmark Tree Committee meeting adjourned at 5:08 p.m.

*Approved:

Urban Forestry Council
LANDMARK TREE COMMITTEE
APPROVED RESCHEDULED MEETING MINUTES

GOVERNMENT
DOCUMENTS DEPT

*Monday, November 17, 2008, 4:00 p.m.
City Hall, Room 421

One Dr. Carlton B. Goodlett Place
San Francisco, CA

NOV 17 2009

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2. **Adoption of Minutes of the August 12, 2008 Urban Forestry Council Landmark Tree Committee Regular Meeting.** (Discussion and Action) Upon Motion by Member Hillan and second by Member Sustarich, the Meeting Minutes were approved without objection (AYES: Chair Boss, Members Hillan and Sustarich; Absent: Members Blair and Griswold) (Explanatory Document: August 12, 2008 Approved Minutes http://sfgov.org/site/sfenvironment_page.asp?id=87000)
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California Buckeye (Aesculus Californica), 757 California Street, Assessor's Block 416B, Lot 11.

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6. **Public Comment:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was no public comment at this time.
7. **Adjournment.** The Landmark Tree Committee meeting adjourned at 5:08 p.m.

*Approved: November 10, 2009



San Francisco Urban Forestry Council

Landmark Tree Committee

NOTICE OF CANCELLED MEETING

Tuesday, December 9, 2008, 4:00 p.m.
Room 421, City Hall

The **Tuesday, December 9, 2008, 4:00 p.m. Regular Meeting** of the Urban Forestry Council's Landmark Tree Committee has been **CANCELLED**. An agenda will be prepared and distributed at least 72 hours prior to the next scheduled meeting. If you have any questions, please contact the Council Secretary at (415) 355-3709 or Council Coordinator at (415) 355-3731. You may also visit our website http://sfgov.org/site/sfenvironment_meeting.asp?id=61012 for additional meeting information.

Respectfully submitted by,

Monica Fish, Council Secretary

Posted: December 2, 2008

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11 Grove Street, San Francisco, CA 94102
Telephone: (415) 355-3700 • Fax: (415) 554-6393
Email: urbanforestcouncil@sfgov.org

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San Francisco Urban Forestry Council

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San Francisco Urban Forestry Council

Landmark Tree Committee

NOTICE OF CANCELLED MEETING

Tuesday, January 13, 2009, 4:00 p.m.
Room 421, City Hall

The **Tuesday, January 13, 2009, 4:00 p.m. Regular Meeting** of the Urban Forestry Council's Landmark Tree Committee has been **CANCELLED**. An agenda will be prepared and distributed at least 72 hours prior to the next scheduled meeting. If you have any questions, please contact the Council Secretary at (415) 355-3709 or Council Coordinator at (415) 355-3731. You may also visit our website http://sfgov.org/site/sfenvironment_meeting.asp?id=61012 for additional meeting information.

Respectfully submitted by,

Monica Fish, Council Secretary

Posted: December 31, 2008

11 Grove Street, San Francisco, CA 94102
Telephone: (415) 355-3700 • Fax: (415) 554-6393
Email: urbanforestcouncil@sfgov.org

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San Francisco Urban Forestry Council

Landmark Tree Committee

NOTICE OF CANCELLED MEETING

Tuesday, February 10, 2009, 4:00 p.m.
Room 421, City Hall

The **Tuesday, February 10, 2009, 4:00 p.m. Regular Meeting** of the Urban Forestry Council's Landmark Tree Committee has been **CANCELLED**. An agenda will be prepared and distributed at least 72 hours prior to the next scheduled meeting. If you have any questions, please contact the Council Secretary at (415) 355-3709 or Council Coordinator at (415) 355-3731. You may also visit our website http://sfgov.org/site/sfenvironment_meeting.asp?id=61012 for additional meeting information.

Respectfully submitted by,
Monica Fish, Council Secretary

Posted: February 4, 2009

02-04-09 02:44 RLV
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FEB - 4 2009

11 Grove Street, San Francisco, CA 94102
Telephone: (415) 355-3700 • Fax: (415) 554-6393
Email: urbanforestcouncil@sfgov.org

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San Francisco Urban Forestry Council

Landmark Tree Committee

NOTICE OF CANCELLED MEETING

Tuesday, March 10, 2009, 4:00 p.m.
Room 421, City Hall

The **Tuesday, March 10, 2009, 4:00 p.m. Regular Meeting** of the Urban Forestry Council's Landmark Tree Committee has been **CANCELLED**. An agenda will be prepared and distributed at least 72 hours prior to the next scheduled meeting. If you have any questions, please contact the Council Secretary at (415) 355-3709 or Council Coordinator at (415) 355-3731. You may also visit our website http://sfgov.org/site/sfenvironment_meeting.asp?id=61012 for additional meeting information.

Respectfully submitted by,
Monica Fish, Council Secretary

Posted: February 26, 2009

03-04-00010149 ROW

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11 Grove Street, San Francisco, CA 94102
Telephone: (415) 355-3700 • Fax: (415) 554-6393
Email: urbanforestcouncil@sfgov.org

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San Francisco Urban Forestry Council

Landmark Tree Committee

NOTICE OF CANCELLED MEETING

Tuesday, April 14, 2009, 4:00 p.m.
Room 421, City Hall

The **Tuesday, April 14, 2009, 4:00 p.m. Regular Meeting** of the Urban Forestry Council's Landmark Tree Committee has been **CANCELLED**. An agenda will be prepared and distributed at least 72 hours prior to the next scheduled meeting. If you have any questions, please contact the Council Secretary at (415) 355-3709 or Council Coordinator at (415) 355-3731. You may also visit the Landmark Tree Committee [website](#)

http://sfgov.org/site/sfenvironment_meeting.asp?id=61012 for additional meeting information.

Respectfully submitted by,
Monica Fish, Council Secretary

Posted: April 7, 2009

04-09-09P04:10 RCVD

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San Francisco Urban Forestry Council

OCT - 7 2009

Landmark Tree Ad Hoc Committee

NOTICE OF SPECIAL MEETING

Tuesday, November 10, 2009, 4:00 p.m.

Room 421, City Hall

San Francisco, CA 94102

The San Francisco Urban Forestry Council's Landmark Tree Ad Hoc Committee is scheduled to hold a Special Meeting on **Tuesday, November 10, 2009 at 4:00 p.m. to consider the following landmark tree nominations:**

**Assessor's Block 0678, Lots 037-104; 2040-2060 Sutter Street, SF, CA 94115--
Canary Island Date Palm (*Phoenix canariensis*) 1; Canary Island Date Palm
(*Phoenix canariensis*) 2; Norfolk Island Pine (*Araucaria heterophylla*).**

The meeting will be held at City Hall, Room 421, One Dr. Carlton B. Goodlett Place, in San Francisco, CA 94102. An agenda will be prepared and distributed at least 72 hours prior to the next scheduled meeting. If you have any questions regarding the agenda, please contact the Council Secretary at (415) 355-3709 or the Council Coordinator at (415) 355-3731. You may also visit the Landmark Tree Committee's website http://sfgov.org/site/sfenvironment_meeting.asp?id=61012 for additional meeting information.

Respectfully submitted by,

Monica Fish, Council Secretary

Posted: October 7, 2009



San Francisco Urban Forestry Council

LANDMARK TREE AD HOC COMMITTEE

Special Meeting Notice and Agenda
Tuesday, November 10, 2009, 4:00 p.m.

City Hall, Room 421

One Dr. Carlton B. Goodlett Place
San Francisco, CA 94132

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OCT 27 2009

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COMMITTEE MEMBERS: Malcolm Hillan (Chair), Carolyn Blair, Jocelyn Cohen, Kelaine Vargas

Order of Business

Public Comment will be heard before the Committee takes action on any item.

1. **Call to Order and Roll Call.**
2. **Adoption of Minutes (Corrected) of the November 17, 2008 Urban Forestry Council Landmark Tree Committee Regular Meeting** (Explanatory Document: November 17, 2008 Draft Minutes http://sfgov.org/site/sfenvironment_page.asp?id=93350) (Discussion and Action).
3. **Hearing on Nomination for Landmark Tree Status.** The Landmark Tree Committee will hold a hearing to determine whether the trees nominated at the following address meets the criteria for designation as landmark trees. (Discussion and Action)

2040-2060 Sutter Street, SF, CA 94115, Assessor's Block 0678, Lots 037-104

- **Norfolk Island Pine (*Araucaria heterophylla*)** (Explanatory Document: Nomination Form (PDF) http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2009/NorfolkIslandPineNominationForm.pdf and Staff Evaluation (Word) http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2009/NorfolkIslandPineMLH%20eval.doc)
- **Canary Island Date Palm #1 (*Phoenix canariensis*)** (Explanatory Document: Nomination Form (PDF) http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2009/CanaryIslandDate1NominationForm.pdf and Staff Evaluation (Word) http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2009/CanaryIslandPalm1MLH%20eval.doc)
- **Canary Island Date Palm #2 (*Phoenix canariensis*)** (Explanatory Document: Nomination Form (PDF) http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2009/CanaryIslandDate2NominationForm.pdf and Staff Evaluation (Word) http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2009/CanaryIslandPalm2MLH%20eval.doc)

(Additional Explanatory Documents: Images of Nominated Trees (Word)

http://sfgov.org/site/uploadedfiles/sfenvironment/meetings/ufc_landmarktree/supporting/2009/CompiledImages.doc)

At the conclusion of the hearing, the Landmark Tree Committee will vote on whether to approve or reject the nominations and shall adopt written findings to support its decision to forward to the Urban Forestry Council. The Council will forward approved nominations to the Board of Supervisors for further consideration.

4. **New Business/Future Agenda Items.** (Information and Discussion)
5. **Public Comment:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda.
6. **Adjournment.**

Landmark Tree Hearing Recommended Guidelines

The Committee Chair has the discretion to change speaker order or length of time for each speaker if the Chair determines the request to be reasonable.

- 1) Sponsor for nomination (8 min)
- 2) Staff analysis (8 min)
- 3) Property owner's presentation, including outside professional staff (8 min)
- 4) Affected property owner's presentation, including outside professional staff (8 min)
- 5) Public comment (up to 3 min/per person)
- 6) Committee Evaluation Reports (8 min total)
- 7) Staff Rebuttal (3-5 min)
- 8) Property Owner Rebuttal (3-5 min)
- 9) Affected property owner rebuttal (3-5 min)
- 10) Discussion and Action by Committee

Public Comment

At this time, members of the public may address the Committee on items of interest that are within the subject matter jurisdiction of the Committee but are not on today's agenda. Public comment will be taken following each agenda item. Each member of the public may address the Committee for up to three minutes, unless otherwise announced by the Chair. If it is demonstrated that the comments by the public will exceed 15 minutes, the Chair may continue Public Comment to another time during the meeting.

The Brown Act forbids the Committee from taking action or discussing any item or issue not appearing on the posted agenda. This rule applies to issues raised in public comment as well. In response to public comment, not on an agenda item, the Committee is limited to:

1. Briefly responding to statements made or questions posed by members of the public, or
2. Request staff to report back on a matter at a subsequent meeting, or
3. Directing staff to place the item or issue on a future agenda (Government Code Section 54954.2(a).)

Disability Access

The Urban Forestry Council Landmark Tree Committee meetings will be held in Room 421, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Committee meeting room is wheelchair accessible. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week: For American sign language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact Monica Fish at (415) 355-3709 to make arrangements for the accommodation. Late requests will be honored, if possible.

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals. Individuals with chemical sensitivity or related disabilities should call the Mayor's Office on Disability at (415) 554-6789 or (415) 554-6799 (TTY) for additional information.

Know Your Rights Under the Sunshine Ordinance
(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Task Force Administrator, City Hall, Room 409, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4683 at Phone No.: (415) 554-7724; Fax No.: (415) 554-7854; E-mail: sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Sunshine Task Force Administrator, the San Francisco Public Library and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code §2.100, et. seq] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at: 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 252-3100, fax (415) 252-3112; web site at www.sfgov.org/ethics.

Other Important Information

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Copies of explanatory documents are available to the public at Department of Environment, 11 Grove Street, San Francisco, California between the hours of 9 a.m. and 5 p.m., or when possible, on the Department of Environment's webpage: http://sfgov.org/site/sfenvironment_meeting.asp?id=61012 (by following the links by each agenda item), by following the links by each agenda item above, or, upon request to the Council Secretary, at the above address or telephone number 415-355-3709, or via e-mail at Monica.Fish@Sfgov.org within three business days of a meeting. If any materials related to an item on this agenda have been distributed to the Landmark Tree Committee after distribution of the agenda packet, those materials are available for public inspection at the Department of the Environment, 11 Grove Street, San Francisco, CA 94102 during normal office hours or will be made available at the meeting website link http://sfgov.org/site/sfenvironment_meeting.asp?id=61012 as links to the agenda or meeting minutes (by item).

When bringing handouts to meetings, please photocopy on both sides of the paper and try to use post-consumer recycled or tree-free paper. Also, please bring sufficient copies of handouts for both the Commission and the public.

Monica Fish, Council Secretary
TEL: (415) 355-3709; FAX: 415-554-6393

Posted: October 27, 2009

Images of nominated trees at 2040 Sutter Street

All trees together:



Norfolk Island Pine:



Canary Island Date #1



Canary Island Date #2



Urban Forestry Council Landmark Tree Evaluation Form and Criteria

Pursuant to Ordinance 0017-06 and Public Works Code Section 810, the UFC has developed these criteria for evaluating potential landmark trees in San Francisco. When evaluating or considering potential landmark trees, please consider the context of the tree within its site location. For example, a tree on PUC land may not have the same community importance that a street or park tree would. Use comment sections, as appropriate, to explain or support evaluation. Attach sheets if more space is needed.

Evaluator's name: Mei Ling Hui

Date of evaluation: 10/19/09

Scientific name: Araucaria heterophylla

Common name: Norfolk Island Pine

Street address: 2040 Sutter Street

Cross streets: Steiner Street

Rarity ☐ Yes ☒ Partially ☐ No

Rarity: ☐ Rare ☒ Uncommon ☐ Common ☐ Other

Unusual species in San Francisco or other geographic regions.

Comment: Not the most uncommon tree in San Francisco, but due to it's size, not the most common tree either.

Physical Attributes ☒ Yes ☐ Partially ☐ No

Size: ☒ Large ☐ Medium ☐ Small

Notable size compared to other trees of the same species in San Francisco.

Comment: This specimen is very large.

Age: ☒ Yes ☐ No

Significantly advanced age for the species.

Comment: It is a mature tree.

Distinguished form: ☒ Yes ☐ No

Tree is an example of good form for its species, has a majestic quality or otherwise unique structure.

Describe: The tree is incredibly beautiful and a good example of it's species. It's tall and straight, tapering towards the top, with lower branches drooping and higher branches curving upward. The branches are well spaced. It's just gorgeous.

Tree condition: ☒ Good ☐ Poor ☐ Hazard

Consider overall tree health and structure, and whether or not tree poses a hazard

Describe: Tree looks very healthy – though there is one spot of moss growing on the trunk near the base of the tree on the west side. The garden is quite shady.

Historical ☐ Yes ☐ Partially ☒ No

Historical Association: ☐ Yes ☐ None apparent
Related to a historic or cultural building, site, street, person, event, etc.

Profiled in a publication or other media: ☐ Yes ☒ Unknown
Tree has received coverage in print, internet, video media, etc. **Attach documentation** if appropriate.

Environmental ☒ Yes ☐ Partially ☐ No

Prominent landscape feature: ☒ Yes ☐ No

A striking and outstanding natural feature.

Describe, attach photo if possible: It is the most prominent feature of the courtyard garden, not only due to it's stature, but it's beautiful form and health.

Low tree density: ☐ Low ☒ Moderate ☐ High

Tree exists in a neighborhood with very few trees.

Interdependent group of trees: ☒ Yes ☐ No

This tree in an integral member of a group of trees and removing it may have an adverse impact on adjacent trees.

Describe: This tree's early growth may have been supported by the palm trees, before it overtook them. While the tree is currently shading out one of the palms somewhat, as the palms grow, the Norfolk Island Pine may provide some wind shelter.

Visible or Accessible from public right-of-way: ☐ Yes ☒ No

High visibility and/or accessibility from public property.

Describe: This tree may be visible from other properties or even from a section of the street at the end of the courtyard, however, it is not highly visible nor publicly accessible.

High traffic area: ☐ Yes ☒ No

Tree is located in an area that has a high volume of vehicle, pedestrian or bike traffic and has a potential traffic calming effect.

Important wildlife habitat: ☐ Yes ☒ No

Species has a known relationship with a particular local wildlife species or it provides food, shelter, or nesting to specific known wildlife individuals.

Erosion control: ☐ Yes ☒ No

Tree prevents soil erosion.

Wind or sound barrier: ☐ Yes ☒ No

Tree reduces wind speed or mitigates undesirable noise.

Describe: While the tree is significantly taller than adjacent buildings, given its location within an interior courtyard between buildings, it's not likely that there is much wind or noise to block.

Cultural ☒ Yes ☐ Partially ☐ No

Neighborhood appreciation: ☒ Yes ☐ None apparent

Multiple indicators such as letters of support, petition, outdoor gatherings, celebrations adjacent or related to tree, etc. Attach documentation:

Describe: Tree is communally owned by the building's HOA; in order to submit this application, the HOA's Board of Director's had to approve the nominations, which they could not have done without community support.

Cultural appreciation: ☐ Yes ☒ None apparent

Particular value to certain cultural or ethnic groups in the city.

Planting contributes to neighborhood character: ☒ Yes ☐ No

Tree contributes significantly to, or represents, neighborhood aesthetic.

Describe contribution: Tree creates character for the surrounding area.

Profiled in a publication or other media: ☐ Yes ☒ Unknown

Tree has received coverage in print, internet, video media, etc. **Attach documentation** if appropriate.

Prominent landscape feature: ☒ Yes ☐ No

A striking and outstanding natural feature.

Describe, attach photo if possible: The shady and cool character of the courtyard area of the HOA is highly influenced by this tree.

Additional comments

Gorgeous, gorgeous tree.

SAN FRANCISCO URBAN FORESTRY COUNCIL

Landmark Tree Nomination Form

Disclaimer: Any information you include on this form will be part of the public record. Anyone may request to see the information you submit for a landmark tree nomination. For more legal information, see the last page of this form.

Who can nominate a landmark tree?

- The Board of Supervisors, Planning Commission, and Landmarks Preservation Advisory Board may nominate a tree.
- The head of a City department or agency may nominate a tree on property under their jurisdiction. City departments and agencies should conduct an internal approval process before nominating a tree.
- A property owner may nominate a tree on his or her property.
- A member of the public may ask an authorized nominator to nominate a tree.

Please note that a permit will be required for any future removal of a landmark tree.

Pursuant to Ordinance 0017-06 and Public Works Code 810, the Urban Forestry Council requests the following information.

I am one of the following authorized nominators

- ☒ Property owner
☐ Board of Supervisor member
☐ Head of a city department or agency
☐ Planning Commission member
☐ Landmarks Preservation Advisory Board member

Authorized nominator (Supervisor, Planning Commission, Landmarks Advisory Board, Head of City Department, Property Owner):

Name _____
 Address _____
 Address _____
 Phone (day) _____
 Fax # _____
 Email _____

I am an authorized nominator and I support this nomination.

Signature _____
 Date _____

Member of the public who initiated nomination (if applicable):

Sutter Park West HOA
 Name _____
2040 Sutter Street
 Address _____
2060 Sutter Street
 Address _____
San Francisco CA 94115
 Phone (day) c/o Citiscape Property Management
3450 Third St Suite 1-A SF, Cal 94124
 Fax # _____
415 695 2999

Email jcarney@citiscapesf.com
 phone 415 401 2000

I am the property owner and I grant permission for city staff to evaluate the nominated tree on the property with advance notice.

Heather Levin
 Signature _____
9/15/09 9/15/09
 Date _____
Board of Directors

Page 1 Homeowner Spokesperson
 Heather Levin
 hlevin24@yahoo.com

The Urban Forestry Council will use the following criteria to evaluate each potential landmark tree. If you need more space to describe the tree, please attach additional sheets.

TREE DESCRIPTION

Tree name (species and common name): Aravearia heterophylla

Number of trees: one Norfolk Island Pine

Street address: Sutter Park west - 2040/2060 Sutter Street
San Francisco, CA 94115

Location of Tree: ☐ Front yard ☒ Rear yard ☐ Side yard ☐ Corner-side yard
☐ Public right-of-way ☐ Public lands ☐ Not sure
☐ Other: _____

If the tree which extends beyond multiple properties:

Which part of the tree does so?

☐ Trunk ☐ Canopy

Where in the neighboring area?

☐ Front yard ☐ Rear yard ☐ Side yard ☐ Corner-side yard

GPS units (OPTIONAL): _____

Height 85 feet

Average canopy width 20 feet
Distance from one edge to opposite edge of tree canopy

Circumference at chest level 32 inches
Distance around trunk at 4.5 ft off the ground. <http://www.isa-arbor.com/publications/tree-ord/heritage.aspx>

Circumference at ground level 43 inches
Distance around trunk on the ground where the trunk meets the soil.

RarityRarity: ☐ Rare ☒ Uncommon ☐ Common ☐ Other

Unusual species in San Francisco or other geographic regions.

Comment: _____
_____**Physical**Size: ☒ Large ☐ Medium ☐ Small

Notable size compared to other trees of the same species in San Francisco.

Comment: _____

Age: Significantly advanced age for the species.

Comment: poss ~ 60 year
_____Distinguished form: ☒ Yes ☐ No

Tree is an example of good form for its species, has a majestic quality or otherwise unique structure.

Describe: _____
_____Tree condition: ☒ Good ☐ Poor ☐ Hazard

Consider overall tree health and structure, and whether or not tree poses a hazard

Describe: _____
_____**Historical**Historical Association: ☒ Yes ☐ None apparent

Related to a historic or cultural building, site, street, person, event, etc.

Describe nature of appreciation: _____
_____Profiled in a publication or other media: ☐ Yes ☒ UnknownTree has received coverage in print, internet, video media, etc. Attach documentation if appropriate.Describe coverage: _____

Environmental

Prominent landscape feature: ☒ Yes ☐ No

A striking and outstanding natural feature.

Describe, attach photo if possible: _____

Low tree density: ☒ Low ☐ Moderate ☐ High

Tree exists in a neighborhood with very few trees.

Describe: _____

Interdependent group of trees: ☒ Yes ☐ No

This tree is an integral member of a group of trees and removing it may have an adverse impact on adjacent trees.

Describe: close to and in between two large canary island palm trees

Visible or Accessible from public right-of-way: ☒ Yes ☐ No

High visibility and/or accessibility from public property.

Describe: from sidewalk Fillmore Street at sidegate - visible

High traffic area: ☐ Yes ☒ No

Tree is located in an area that has a high volume of vehicle, pedestrian or bike traffic and has a potential traffic calming effect.

Describe: _____

Important wildlife habitat: ☐ Yes ☒ No

Species has a known relationship with a particular local wildlife species or it provides food, shelter, or nesting to specific known wildlife individuals.

Erosion control: ☐ Yes ☒ No

Tree prevents soil erosion.

Describe: _____

Wind or sound barrier: ☒ Yes ☐ No

Tree reduces wind speed or mitigates undesirable noise.

Describe: _____

Cultural

Neighborhood appreciation: ☐ Yes ☒ None apparent

Multiple indicators such as letters of support, petition, outdoor gatherings, celebrations adjacent or related to tree, etc. Attach documentation:

Describe: _____

Cultural appreciation: ☐ Yes ☒ None apparent

Particular value to certain cultural or ethnic groups in the city.

Describe nature of appreciation: _____

Planting contributes to neighborhood character: ☒ Yes ☐ No

Tree contributes significantly to, or represents, neighborhood aesthetic.

Describe contribution: _____

Profiled in a publication or other media: ☐ Yes ☒ Unknown

Tree has received coverage in print, internet, video media, etc. Attach documentation if appropriate.

Describe coverage: _____

Prominent landscape feature: ☒ Yes ☐ No

A striking and outstanding natural feature.

Describe, attach photo if possible: height, stunning branches

Additional comments

Urban Forestry Council Landmark Tree Evaluation Form and Criteria

Pursuant to Ordinance 0017-06 and Public Works Code Section 810, the UFC has developed these criteria for evaluating potential landmark trees in San Francisco. When evaluating or considering potential landmark trees, please consider the context of the tree within its site location. For example, a tree on PUC land may not have the same community importance that a street or park tree would. Use comment sections, as appropriate, to explain or support evaluation. Attach sheets if more space is needed.

Evaluator's name: Mei Ling Hui

Date of evaluation: 10/19/09

Scientific name: Phoenix canariensis

Common name: Canary Island Date Palm #1

Street address: 2040 Sutter Street

Cross streets: Steiner Street

Rarity ☐ Yes ☐ Partially ☒ No

Rarity: ☐ Rare ☐ Uncommon ☒ Common ☐ Other

Unusual species in San Francisco or other geographic regions.

Comment: Extremely common tree in San Francisco

Physical Attributes ☐ Yes ☒ Partially ☐ No

Size: ☐ Large ☒ Medium ☐ Small

Notable size compared to other trees of the same species in San Francisco.

Comment: Tree is mature, but not overly large or impressive in size.

Age: ☒ Yes ☐ No

Significantly advanced age for the species.

Comment: Tree is mature.

Distinguished form: ☐ Yes ☒ No

Tree is an example of good form for its species, has a majestic quality or otherwise unique structure.

Describe: While the tree is mature and had been well cleaned and cared for, it's canopy is not especially full or drooping.

Tree condition: ☒ Good ☐ Poor ☐ Hazard

Consider overall tree health and structure, and whether or not tree poses a hazard

Describe: Roughly half of the fronds, the older frond, are chlorotic. This may be due to shading from the Norfolk Island Pine or other unknowns. It was reported to me by an HOA member that the HOA's arborist is addressing this issue.

Historical ☐ Yes ☐ Partially ☒ No

Historical Association: ☐ Yes ☒ None apparent

Related to a historic or cultural building, site, street, person, event, etc.

Describe nature of appreciation: It was reported to me that a previous land owner, before the condos were built and the area was row houses, may have information on when the trees were planted and by whom, though these individuals were unreachable.

Profiled in a publication or other media: ☐ Yes ☒ Unknown

Tree has received coverage in print, internet, video media, etc. **Attach documentation** if appropriate.

Environmental ☐ Yes ☐ Partially ☒ No

Prominent landscape feature: ☐ Yes ☒ No

A striking and outstanding natural feature.

Low tree density: ☐ Low ☒ Moderate ☐ High

Tree exists in a neighborhood with very few trees.

Interdependent group of trees: ☒ Yes ☐ No

This tree in an integral member of a group of trees and removing it may have an adverse impact on adjacent trees.

Describe: This tree may have supported the Norfolk Island Pine by providing wind shelter while the NIP was growing. At this time, it appears that the NIP may be negatively affecting the palm.

Visible or Accessible from public right-of-way: ☐ Yes ☒ No

High visibility and/or accessibility from public property.

High traffic area: ☐ Yes ☒ No

Tree is located in an area that has a high volume of vehicle, pedestrian or bike traffic and has a potential traffic calming effect.

Important wildlife habitat: ☐ Yes ☒ No

Species has a known relationship with a particular local wildlife species or it provides food, shelter, or nesting to specific known wildlife individuals.

Erosion control: ☐ Yes ☒ No

Tree prevents soil erosion.

Wind or sound barrier: ☐ Yes ☐ No

Tree reduces wind speed or mitigates undesirable noise.

Describe: Tree may provide some wind shelter to the neighboring building, however, the buildings are taller than the trees and this is not likely. Likewise, the trees probably are not able to provide much if the way of sound barriers to the surrounding buildings.

Cultural ☐ Yes ☒ Partially ☐ No

Neighborhood appreciation: ☒ Yes ☐ None apparent

Multiple indicators such as letters of support, petition, outdoor gatherings, celebrations adjacent or related to tree, etc. Attach documentation:

Describe: The trees are located in the courtyard of a large building complex. To nominate this tree, the HOA's Board of Directors met to discuss the merits of the trees and agreed to nominated them. This shows community support for this process.

Cultural appreciation: ☐ Yes ☒ None apparent

Particular value to certain cultural or ethnic groups in the city.

Planting contributes to neighborhood character: ☐ Yes ☒ No

Tree contributes significantly to, or represents, neighborhood aesthetic.

Profiled in a publication or other media: ☐ Yes ☒ Unknown

Tree has received coverage in print, internet, video media, etc. **Attach documentation** if appropriate.

Prominent landscape feature: ☐ Yes ☒ No

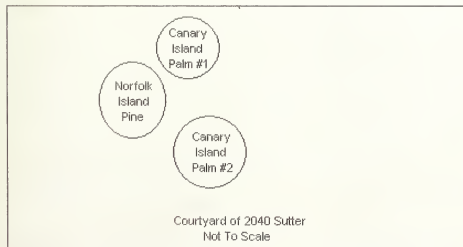
A striking and outstanding natural feature.

Describe, attach photo if possible: Tree is not very prominent in the landscape – from many angles, the view of this tree is partially or mostly obscured by the Norfolk Pine and other Date Palm.

Additional comments

It's a nice looking tree, albeit on the smaller side for a mature specimen of this species. The tree is being cared for and those who interact with it are highly concerned with it and very attached to it.

This form is for tree #1 located on the Northern edge of the courtyard and property line, closer to the Norfolk Island Pine; as shown in the following diagram:



SAN FRANCISCO URBAN FORESTRY COUNCIL

Landmark Tree Nomination Form

Disclaimer: Any information you include on this form will be part of the public record. Anyone may request to see the information you submit for a landmark tree nomination. For more legal information, see the last page of this form.

Who can nominate a landmark tree?

- The Board of Supervisors, Planning Commission, and Landmarks Preservation Advisory Board may nominate a tree.
- The head of a City department or agency may nominate a tree on property under their jurisdiction. City departments and agencies should conduct an internal approval process before nominating a tree.
- A property owner may nominate a tree on his or her property.
- A member of the public may ask an authorized nominator to nominate a tree.

Please note that a permit will be required for any future removal of a landmark tree.

Pursuant to Ordinance 0017-06 and Public Works Code 810, the Urban Forestry Council requests the following information.

I am one of the following authorized nominators

- ☒ Property owner
☐ Board of Supervisor member
☐ Head of a city department or agency
☐ Planning Commission member
☐ Landmarks Preservation Advisory Board member

Authorized nominator (Supervisor, Planning Commission, Landmarks Advisory Board, Head of City Department, Property Owner):

Member of the public who initiated nomination (if applicable):

Name _____
Address _____
Address _____
Address _____
Phone (day) _____
Fax # _____
Email _____

Sutter Park West HOA
Name _____
2040 Sutter Street
Address _____
2060 Sutter Street
Address _____
San Francisco, CA 94115
Phone (day) C/O Citiscape Property Management
3450 Third Street Suite 1A SF 94124
Fax # _____
415 695 2999
Email jcarney@citiscape.sf.com

I am an authorized nominator and I support this nomination.

phone 415 401 2000
I am the property owner and I grant permission for city staff to evaluate the nominated tree on the property with advance notice.
Heather Levin Vincent Anselmi
Signature _____
Signature _____
Date 9/15/09 9/15/09

Signature _____
Date _____

Board of Directors
Homeowner Spokes person
Heather Levin
h.Levin24@yahoo.com

The Urban Forestry Council will use the following criteria to evaluate each potential landmark tree. If you need more space to describe the tree, please attach additional sheets.

TREE DESCRIPTION

Tree name (species and common name): Phoenix Canisiansis Canary Island Palm

Number of trees: one or two

Street address: Sutter Park West - 2040/2060 Sutter Street
San Francisco, Ca 94115

Location of Tree: ☐ Front yard ☒ Rear yard ☐ Side yard ☐ Corner-side yard
☐ Public right-of-way ☐ Public lands ☐ Not sure
☐ Other: _____

If the tree which extends beyond multiple properties:

Which part of the tree does so?

☐ Trunk ☒ Canopy

Where in the neighboring area?

☐ Front yard ☒ Rear yard ☐ Side yard ☐ Corner-side yard

GPS units (OPTIONAL): _____

Height 45 feet

Average canopy width 19 feet
Distance from one edge to opposite edge of tree canopy

Circumference at chest level 20 inches
Distance around trunk at 4.5 ft off the ground. <http://www.isa-arbor.com/publications/tree-ord/heritage.aspx>

Circumference at ground level 29 inches
Distance around trunk on the ground where the trunk meets the soil.

Rarity

Rarity: ☐ Rare ☒ Uncommon ☐ Common ☐ Other
Unusual species in San Francisco or other geographic regions.

Comment: _____

Physical

Size: ☒ Large ☐ Medium ☐ Small
Notable size compared to other trees of the same species in San Francisco.

Comment: _____

Age: Significantly advanced age for the species.

Comment: possible circa 1915?

Distinguished form: ☒ Yes ☐ No

Tree is an example of good form for its species, has a majestic quality or otherwise unique structure.

Describe: _____

Tree condition: ☒ Good ☐ Poor ☐ Hazard

Consider overall tree health and structure, and whether or not tree poses a hazard

Describe: _____

Historical

Historical Association: ☐ Yes ☒ None apparent

Related to a historic or cultural building, site, street, person, event, etc.

Describe nature of appreciation: _____

Profiled in a publication or other media: ☐ Yes ☒ Unknown

Tree has received coverage in print, internet, video media, etc. Attach documentation if appropriate.

Describe coverage: _____

Environmental

Prominent landscape feature: ☒ Yes ☐ No

A striking and outstanding natural feature.

Describe, attach photo if possible: _____

Low tree density: ☒ Low ☐ Moderate ☐ High

Tree exists in a neighborhood with very few trees.

Describe: _____

Interdependent group of trees: ☒ Yes ☐ No

This tree is an integral member of a group of trees and removing it may have an adverse impact on adjacent trees.

Describe: very close to other canary palm and portulac pine

Visible or Accessible from public right-of-way: ☒ Yes ☐ No

High visibility and/or accessibility from public property.

Describe: Fillmore Street sidewalk from side gate

High traffic area: ☐ Yes ☒ No

Tree is located in an area that has a high volume of vehicle, pedestrian or bike traffic and has a potential traffic calming effect.

Describe: _____

Important wildlife habitat: ☐ Yes ☒ No

Species has a known relationship with a particular local wildlife species or it provides food, shelter, or nesting to specific known wildlife individuals.

Erosion control: ☐ Yes ☒ No

Tree prevents soil erosion.

Describe: _____

Wind or sound barrier: ☒ Yes ☐ No

Tree reduces wind speed or mitigates undesirable noise.

Describe: _____

Cultural

Neighborhood appreciation: ☐ Yes ☒ None apparent

Multiple indicators such as letters of support, petition, outdoor gatherings, celebrations adjacent or related to tree, etc. Attach documentation:

Describe: _____

Cultural appreciation: ☐ Yes ☒ None apparent

Particular value to certain cultural or ethnic groups in the city.

Describe nature of appreciation: _____

Planting contributes to neighborhood character: ☒ Yes ☐ No

Tree contributes significantly to, or represents, neighborhood aesthetic.

Describe contribution: _____

Profiled in a publication or other media: ☐ Yes ☒ Unknown

Tree has received coverage in print, internet, video media, etc. Attach documentation if appropriate.

Describe coverage: _____

Prominent landscape feature: ☒ Yes ☐ No

A striking and outstanding natural feature.

Describe, attach photo if possible: large crown

Additional comments

Urban Forestry Council Landmark Tree Evaluation Form and Criteria

Pursuant to Ordinance 0017-06 and Public Works Code Section 810, the UFC has developed these criteria for evaluating potential landmark trees in San Francisco. When evaluating or considering potential landmark trees, please consider the context of the tree within its site location. For example, a tree on PUC land may not have the same community importance that a street or park tree would. Use comment sections, as appropriate, to explain or support evaluation. Attach sheets if more space is needed.

Evaluator's name: Mei Ling Hui

Date of evaluation: 10/19/09

Scientific name: Phoenix canariensis

Common name: Canary Island Date Palm #2

Street address: 2040 Sutter Street

Cross streets: Steiner Street

Rarity ___ Yes ___ Partially ☒ No

Rarity: ___ Rare ___ Uncommon ☒ Common ___ Other

Unusual species in San Francisco or other geographic regions.

Comment: Extremely common tree in San Francisco

Physical Attributes ☒ Yes ___ Partially ___ No

Size: ☒ Large ___ Medium ___ Small

Notable size compared to other trees of the same species in San Francisco.

Comment: Tree is mature and large.

Age: ☒ Yes ___ No

Significantly advanced age for the species.

Comment: Tree is mature.

Distinguished form: ☒ Yes ___ No

Tree is an example of good form for its species, has a majestic quality or otherwise unique structure.

Describe: Tree leans significantly to the east, but appears to be stable.

Tree condition: ☒ Good ___ Poor ___ Hazard

Consider overall tree health and structure, and whether or not tree poses a hazard

Describe:

Historical ☐ Yes ☐ Partially ☒ No

Historical Association: ☐ Yes ☒ None apparent

Related to a historic or cultural building, site, street, person, event, etc.

Describe nature of appreciation: It was reported to me that a previous land owner, before the condos were built and the area was row houses, may have information on when the trees were planted and by whom, though these individuals were unreachable.

Profiled in a publication or other media: ☐ Yes ☒ Unknown

Tree has received coverage in print, internet, video media, etc. **Attach documentation** if appropriate.

Environmental ☐ Yes ☐ Partially ☒ No

Prominent landscape feature: ☒ Yes ☐ No

A striking and outstanding natural feature.

Describe: Tree is located in the center of the courtyard. It's lean makes the physically appearance more striking.

Low tree density: ☐ Low ☒ Moderate ☐ High

Tree exists in a neighborhood with very few trees.

Interdependent group of trees: ☒ Yes ☐ No

This tree in an integral member of a group of trees and removing it may have an adverse impact on adjacent trees.

Describe: This tree may have supported the Norfolk Island Pine by providing wind shelter while the NIP was growing.

Visible or Accessible from public right-of-way: ☐ Yes ☒ No

High visibility and/or accessibility from public property.

High traffic area: ☐ Yes ☒ No

Tree is located in an area that has a high volume of vehicle, pedestrian or bike traffic and has a potential traffic calming effect.

Important wildlife habitat: ☐ Yes ☒ No

Species has a known relationship with a particular local wildlife species or it provides food, shelter, or nesting to specific known wildlife individuals.

Erosion control: ☐ Yes ☒ No

Tree prevents soil erosion.

Wind or sound barrier: ☐ Yes ☐ No

Tree reduces wind speed or mitigates undesirable noise.

Describe: Tree may provide some wind shelter to the neighboring building, however, the buildings are taller than the trees and this is not likely. Likewise, the trees probably are not able to provide much of the way of sound barriers to the surrounding buildings.

Cultural ☐ Yes ☒ Partially ☐ No

Neighborhood appreciation: ☒ Yes ☐ None apparent

Multiple indicators such as letters of support, petition, outdoor gatherings, celebrations adjacent or related to tree, etc. Attach documentation:

Describe: The trees are located in the courtyard of a large building complex. To nominate this tree, the HOA's Board of Directors met to discuss the merits of the trees and agreed to nominated them. This shows community support for this process.

Cultural appreciation: ☐ Yes ☒ None apparent

Particular value to certain cultural or ethnic groups in the city.

Planting contributes to neighborhood character: ☒ Yes ☐ No

Tree contributes significantly to, or represents, neighborhood aesthetic.

Profiled in a publication or other media: ☐ Yes ☒ Unknown

Tree has received coverage in print, internet, video media, etc. **Attach documentation** if appropriate.

Prominent landscape feature: ☒ Yes ☐ No

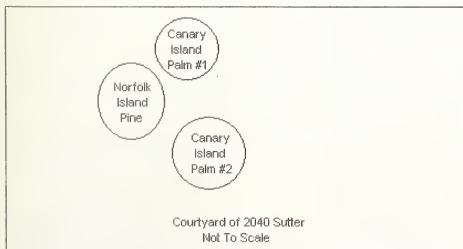
A striking and outstanding natural feature.

Describe, attach photo if possible: Tree is large, striking and located in the center of the courtyard. It is visible form all parts of the outdoor space.

Additional comments

This is a common tree in San Francisco, but the way it's growing creates more interest for this specimen than the typical palm.

This form is for tree #2 located on the Northern edge of the courtyard and property line, closer to the Norfolk Island Pine; as shown in the following diagram:



SAN FRANCISCO URBAN FORESTRY COUNCIL

Landmark Tree Nomination Form

Disclaimer: Any information you include on this form will be part of the public record. Anyone may request to see the information you submit for a landmark tree nomination. For more legal information, see the last page of this form.

Who can nominate a landmark tree?

- The Board of Supervisors, Planning Commission, and Landmarks Preservation Advisory Board may nominate a tree.
- The head of a City department or agency may nominate a tree on property under their jurisdiction. City departments and agencies should conduct an internal approval process before nominating a tree.
- A property owner may nominate a tree on his or her property.
- A member of the public may ask an authorized nominator to nominate a tree.

Please note that a permit will be required for any future removal of a landmark tree.

Pursuant to Ordinance 0017-06 and Public Works Code 810, the Urban Forestry Council requests the following information.

I am one of the following authorized nominators

- ☒ Property owner
☐ Board of Supervisor member
☐ Head of a city department or agency
☐ Planning Commission member
☐ Landmarks Preservation Advisory Board member

Authorized nominator (Supervisor, Planning Commission, Landmarks Advisory Board, Head of City Department, Property Owner):

Name _____
Address _____
Address _____
Phone (day) _____
Fax # _____
Email _____

I am an authorized nominator and I support this nomination.

Signature _____
Date _____

Member of the public who initiated nomination (if applicable):

Sutter Park West HOA
Name _____
2040 Sutter Street
Address _____
2060 Sutter Street
Address _____
San Francisco, Ca 94115
Phone (day) C/O Citiscape Property Management
3450 Third St. Suite 1-A SF Ca 94124
Fax # _____
415 695 2999
Email jcarney@citiscapesf.com
phone 415 401 2000

I am the property owner and I grant permission for city staff to evaluate the nominated tree on the property with advance notice.

Barbara de Vries Wendy Miller
Signature _____
9/15/09 9/15/09
Date _____

Board of Directors
Homeowner Spokesperson
Heather Levin
hlevin24@yahoo.com

The Urban Forestry Council will use the following criteria to evaluate each potential landmark tree. If you need more space to describe the tree, please attach additional sheets.

TREE DESCRIPTION

Tree name (species and common name): Phoenix Canis Siensis Canary Island Palm

Number of trees: two of two

Street address: Sutter Park West 2040/2060 Sutter Street
San Francisco cal 94115

Location of Tree: ☐ Front yard ☒ Rear yard ☐ Side yard ☐ Corner-side yard

☐ Public right-of-way ☐ Public lands ☐ Not sure

☐ Other: _____

If the tree which extends beyond multiple properties:

Which part of the tree does so?

☐ Trunk ☐ Canopy

Where in the neighboring area?

☐ Front yard ☐ Rear yard ☐ Side yard ☐ Corner-side yard

GPS units (OPTIONAL): _____

Height

50 feet

Average canopy width

16 feet

Distance from one edge to opposite edge of tree canopy

Circumference at chest level

20 inches

Distance around trunk at 4.5 ft off the ground. <http://www.isa-arbor.com/publications/tree-ord/heritage.aspx>

Circumference at ground level

29 inches

Distance around trunk on the ground where the trunk meets the soil.

Rarity

Rarity: ☐ Rare ☒ Uncommon ☐ Common ☐ Other
Unusual species in San Francisco or other geographic regions.

Comment: _____

Physical

Size: ☒ Large ☐ Medium ☐ Small
Notable size compared to other trees of the same species in San Francisco.

Comment: _____

Age: Significantly advanced age for the species.

Comment: possible circa 1915?

Distinguished form: ☒ Yes ☐ No
Tree is an example of good form for its species, has a majestic quality or otherwise unique structure.

Describe: _____

Tree condition: ☒ Good ☐ Poor ☐ Hazard
Consider overall tree health and structure, and whether or not tree poses a hazard

Describe: _____

Historical

Historical Association: ☐ Yes ☒ None apparent
Related to a historic or cultural building, site, street, person, event, etc.

Describe nature of appreciation: _____

Profiled in a publication or other media: ☐ Yes ☒ Unknown
Tree has received coverage in print, internet, video media, etc. **Attach documentation** if appropriate.

Describe coverage: _____

Environmental

Prominent landscape feature: ☒ Yes ☐ No

A striking and outstanding natural feature.

Describe, attach photo if possible: _____

Low tree density: ☒ Low ☐ Moderate ☐ High

Tree exists in a neighborhood with very few trees.

Describe: _____

Interdependent group of trees: ☒ Yes ☐ No

This tree is an integral member of a group of trees and removing it may have an adverse impact on adjacent trees.

Describe: very close to other canary island palm and northfork pine

Visible or Accessible from public right-of-way: ☒ Yes ☐ No

High visibility and/or accessibility from public property.

Describe: Fillmore Street Sidewalk from side gate

High traffic area: ☐ Yes ☒ No

Tree is located in an area that has a high volume of vehicle, pedestrian or bike traffic and has a potential traffic calming effect.

Describe: _____

Important wildlife habitat: ☐ Yes ☒ No

Species has a known relationship with a particular local wildlife species or it provides food, shelter, or nesting to specific known wildlife individuals.

Erosion control: ☐ Yes ☒ No

Tree prevents soil erosion.

Describe: _____

Wind or sound barrier: ☒ Yes ☐ No

Tree reduces wind speed or mitigates undesirable noise.

Describe: _____

CulturalNeighborhood appreciation: ☐ Yes ☒ None apparent

Multiple indicators such as letters of support, petition, outdoor gatherings, celebrations adjacent or related to tree, etc. Attach documentation:

Describe: _____
_____Cultural appreciation: ☐ Yes ☒ None apparent

Particular value to certain cultural or ethnic groups in the city.

Describe nature of appreciation: _____
_____Planting contributes to neighborhood character: ☒ Yes ☐ No

Tree contributes significantly to, or represents, neighborhood aesthetic.

Describe contribution: _____
_____Profiled in a publication or other media: ☐ Yes ☒ Unknown

Tree has received coverage in print, internet, video media, etc. Attach documentation if appropriate.

Describe coverage: _____
_____Prominent landscape feature: ☒ Yes ☐ No

A striking and outstanding natural feature.

Describe, attach photo if possible: large golden crown with symmetricalcanopyAdditional comments



SF Environment

Our home. Our city. Our planet.



GAVIN NEWSOM
Mayor

DAVID ASSMANN
Acting Director

**URBAN FORESTRY COUNCIL
LANDMARK TREE AD HOC COMMITTEE SPECIAL MEETING
DRAFT MEETING MINUTES**

**GOVERNMENT
DOCUMENTS DEPT**

**Tuesday, November 10, 2009, 4:00 p.m.
City Hall, Room 421
One Dr. Carlton B. Goodlett Place
San Francisco, CA**

APR - 8 2010

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PUBLIC LIBRARY**

COMMITTEE MEMBERS: Malcolm Hillan (Chair), Carolyn Blair, Jocelyn Cohen, Kelaine Vargas

Order of Business

- 1. Call to Order and Roll Call.** The Landmark Tree Committee meeting was called to order at 4:03 p.m. Present: Chair Hillan, Members Cohen and Vargas; Excused: Member Blair.
- 2. Adoption of Corrected Minutes of the November 17, 2008 Urban Forestry Council Landmark Tree Committee Regular Meeting.** (Discussion and Action) Upon Motion by Member Vargas and second by Member Cohen, the November 17, 2008 Meeting Minutes were approved without objection (AYES: Members Cohen, Hillan and Vargas; Noes: None; Absent: Member Blair) (Explanatory Document: November 17, 2008 Approved Minutes).
- 3. Hearing on Nomination for Landmark Tree Status.** The Landmark Tree Committee held a hearing to determine whether the trees nominated at the following address meets the criteria for designation as landmark trees. (Discussion and Action)

2040-2060 Sutter Street, SF, CA 94115, Assessor's Block 0678, Lots 037-104

- **Norfolk Island Pine (*Araucaria heterophylla*)** (Explanatory Documents: Nomination Form (PDF) and Staff Evaluation)
- **Canary Island Date Palm #1 (*Phoenix canariensis*)** (Explanatory Documents: Nomination Form (PDF) and Staff Evaluation)
- **Canary Island Date Palm #2 (*Phoenix canariensis*)** (Explanatory Documents: Nomination Form (PDF) and Staff Evaluation)

(Additional Explanatory Documents: Images of Nominated Trees and Committee Evaluations: Committee Chair Hillan and Member Vargas Evaluations)

Speaking in support of landmark status was the Condominium Homeowners Association representative, project sponsor, and one of the owners of the condominium units, Ms. Heather Levin. Mr. Bill Bagg and Ms. Sharon Long, members of the homeowners association residing at 2040-2060 Sutter Street and condominium unit owners also spoke in

support of landmark status. Mr. Bagg inquired about the number of Norfolk Pines in San Francisco. Council Coordinator Hui stated that she does not believe there is a formal count available. Member Vargas stated that the Department of Public Works inventory lists three Norfolk Pine street trees in San Francisco, but does not include Golden Gate Park. Chair Hillan and Coordinator Hui indicated that there are additional trees located in Golden Gate Park and in backyards.

At the conclusion of the hearing, the Landmark Tree Committee voted on whether to approve or reject the nominations. Written findings will be adopted to support the Committee's decision and will be forwarded to the Urban Forestry Council to consider at their December 11, 2009 meeting. The Council will forward approved nominations to the Board of Supervisors for further consideration. After staff and Committee evaluations were presented, testimony heard by the sponsor of the nomination, Ms. Heather Levin and public comment was received, the Committee took the following action:

Upon Motion by Member Cohen and second by Member Vargas, the Norfolk Island Pine (*Araucaria heterophylla*) at 2040-2060 Sutter Street was recommended for landmark tree status to the Urban Forestry Council to consider at their December 11, 2009 meeting. (AYES: Members Cohen, Hillan and Vargas; Noes: None; Absent: Member Blair)

Upon Motion by Member Cohen and second by Member Vargas, the Canary Island Date Palm #1 (*Phoenix canariensis*) at 2040-2060 Sutter Street was recommended for landmark tree status to the Urban Forestry Council to consider at their December 11, 2009 meeting. (AYES: Members Cohen, Hillan and Vargas; Noes: None; Absent: Member Blair)

Upon Motion by Member Vargas and second by Member Cohen, the Canary Island Date Palm #2 (*Phoenix canariensis*) at 2040-2060 Sutter Street was recommended for landmark tree status to the Urban Forestry Council to consider at their December 11, 2009 meeting. (AYES: Members Cohen, Hillan and Vargas; Noes: None; Absent: Member Blair)

4. **New Business/Future Agenda Items.** (Information and Discussion) Member Cohen requested a future discussion regarding amending the Landmark Tree Ordinance so that groups and groves of trees could be landmarked.
5. **Public Comment:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was no public comment at this time.
6. **Adjournment.** The Urban Forestry Council Landmark Tree Committee Meeting adjourned at 5:12 p.m.

*Approved:

Landmark Tree Nomination Form

10-10-02 11:17 AM

Disclaimer: Any information you include on this form will be part of the public record. Anyone may request to see the information you submit for a landmark tree nomination. For more legal information, see the last page of this form.

Who can nominate a landmark tree?

- The Board of Supervisors, Planning Commission, and Landmarks Preservation Advisory Board may nominate a tree.
- The head of a City department or agency may nominate a tree on property under their jurisdiction. City departments and agencies should conduct an internal approval process before nominating a tree.
- A property owner may nominate a tree on his or her property.
- A member of the public may ask an authorized nominator to nominate a tree.

Please note that a permit will be required for any future removal of a landmark tree.

Pursuant to Ordinance 0017-06 and Public Works Code 810, the Urban Forestry Council requests the following information.

I am one of the following authorized nominators

- ☒ Property owner
☐ Board of Supervisor member
☐ Head of a city department or agency
☐ Planning Commission member
☐ Landmarks Preservation Advisory Board member

Authorized nominator (Supervisor, Planning Commission, Landmarks Advisory Board, Head of City Department, Property Owner):

Member of the public who initiated nomination
(if applicable):

Name

Name

Address

Address

Address

Address

Phone (day)

Phone (day)

Fax #

Fax #

Email

Email

I am an authorized nominator and I support this nomination.

I am the property owner and I grant permission for city staff to evaluate the nominated tree on the property with advance notice.

Signature

Signature

Date

Date

Sarah Rubenstein Thomas
Sarah Rubenstein Thomas 3/15/10
David Rubenstein DAVID RUBENSTEIN
 15 MARCH 2010

Marguerite Rubenstein MARGUERITE RUBENSTEIN
46 Stirling Ave 46 STILLINGSA

[Redacted Address]
 [Redacted Phone (day)]
 [Redacted Fax #]
 [Redacted Email]

Marguerite (Maggie) Rubenstein
 FEBRUARY 22, 2010

The Urban Forestry Council will use the following criteria to evaluate each potential landmark tree. If you need more space to describe the tree, please attach additional sheets.

TREE DESCRIPTION

Tree name (species and common name): Redwood - Sequoia sempervirens

Number of trees: 2 - TWO TREES GROWING 4 FEET APART WHICH SHARE A CANOPY.

Street address: 46 STILLINGS AVE 46 STILLINGS AVENUE
SAN FRANCISCO, CA 94131

Location of Tree: ☐ Front yard ☒ Rear yard ☐ Side yard ☐ Corner-side yard

☐ Public right-of-way ☐ Public lands ☐ Not sure

☐ Other: _____

If the tree which extends beyond multiple properties:

Which part of the tree does so?

☐ Trunk ☐ Canopy

Where in the neighboring area?

☐ Front yard ☐ Rear yard ☐ Side yard ☐ Corner-side yard

Does not extend beyond multiple properties.

GPS units (OPTIONAL): _____

Height 60 feet BOTH TREES

Average canopy width 25 feet BOTH TREES

Distance from one edge to opposite edge of tree canopy

TREE #1 TREE #2

Circumference at chest level 92 in. 69 inches

Distance around trunk at 4.5 ft off the ground. <http://www.lsa-arbor.com/publications/tree-ord/heritage.aspx>

Circumference at ground level 113 in. 87 inches

Distance around trunk on the ground where the trunk meets the soil.

Rarity

Rarity: ☐ Rare ☒ Uncommon ☐ Common ☐ Other
 Unusual species in San Francisco or other geographic regions.

Comment: Compared to other coast redwood trees in San Francisco, these are older than average.

Physical

Size: ☒ Large ☐ Medium ☐ Small
 Notable size compared to other trees of the same species in San Francisco.

Comment: _____

Age: Significantly advanced age for the species.

Comment: Approx. age of these trees is 110 years. Considering that this species can live to be over 1000 years old, their age is young for the species.

Distinguished form: ☒ Yes ☐ No

Tree is an example of good form for its species, has a majestic quality or otherwise unique structure.

Describe: _____

Tree condition: ☒ Good ☐ Poor ☐ Hazard
 Consider overall tree health and structure, and whether or not tree poses a hazard

Describe: These trees are in excellent health, with no structural problems. Considering that three large trees have been removed from the immediate vicinity in the last ten years, they are not needing to compete for light. Removed trees were not coast redwood trees.

Historical

Historical Association: ☒ Yes ☐ None apparent
 Related to a historic or cultural building, site, street, person, event, etc.

Describe nature of appreciation: These trees are growing in the home garden of a well-known person in San Francisco LGBT politics, who has lived here for 50 years.

Profiled in a publication or other media: ☐ Yes ☒ Unknown

Tree has received coverage in print, internet, video media, etc. Attach documentation if appropriate.

Describe coverage: _____

Environmental**Prominent landscape feature:**☒ Yes ☐ No

A striking and outstanding natural feature.

Describe, attach photo if possible:

These trees are visible for blocks in most directions.**Low tree density:**☐ Low☒ Moderate☐ High

Tree exists in a neighborhood with very few trees.

Describe:

Interdependent group of trees:☒ Yes ☐ No

This tree in an integral member of a group of trees and removing it may have an adverse impact on adjacent trees.

Describe: These two trees are very dependent on each other, and one could not be removed without adversely affecting the other.**Visible or Accessible from public right-of-way:**☒ Yes ☐ No

High visibility and/or accessibility from public property.

Describe: High visibility only. Not accessible from public property.**High traffic area:**☐ Yes☒ No

Tree is located in an area that has a high volume of vehicle, pedestrian or bike traffic and has a potential traffic calming effect.

Describe:

Important wildlife habitat:☒ Yes ☐ No

Species has a known relationship with a particular local wildlife species or it provides food, shelter, or nesting to specific known wildlife individuals.

Erosion control:☒ Yes ☐ No

Tree prevents soil erosion.

Describe: Trees are growing on a slightly sloping hillside and are important in preventing soil erosion.**Wind or sound barrier:**☒ Yes ☐ No

Tree reduces wind speed or mitigates undesirable noise.

Describe:

Cultural**Neighborhood appreciation:**☒ Yes☐ None apparent

Multiple indicators such as letters of support, petition, outdoor gatherings, celebrations adjacent or related to tree, etc. Attach documentation:

Describe: Various neighbors have expressed appreciation for the beauty of these trees.

Cultural appreciation:☐ Yes☒ None apparent

Particular value to certain cultural or ethnic groups in the city.

Describe nature of appreciation: _____

Planting contributes to neighborhood character:☒ Yes☐ No

Tree contributes significantly to, or represents, neighborhood aesthetic.

Describe contribution: _____

These large trees add to the natural beauty of this Glen Park neighborhood.

Profiled in a publication or other media:☐ Yes☒ Unknown

Tree has received coverage in print, internet, video media, etc. **Attach documentation** if appropriate.

Describe coverage: _____

Prominent landscape feature:☒ Yes☐ No

A striking and outstanding natural feature.

Describe, attach photo if possible: _____

Part of the landscaping of the garden utilizes perennials typical of a redwood ecosystem.

Additional comments

These trees have been a source of beauty and inspiration for the entire 50 years that I have lived here, and I want to ensure that they will be protected and preserved for generations to come.

SAN FRANCISCO URBAN FORESTRY COUNCIL

3

If you have any questions about this form, tree terms or tree concepts, please contact the Urban Forestry Council staff (below). It is acceptable if you cannot provide some of the information requested on this form.

A photograph of the tree must be submitted with this form.

Please attach **optional** supporting documents such as letters, arborist report, etc.

Send to: Urban Forestry Council, c/o Mei Ling Hui, 11 Grove Street, San Francisco, CA 94102
OR meiling.hui@sfgov.org

Any information you submit will be part of the public record.

The Public Records Act defines a "public record" broadly to include "any writing containing information relating to the conduct of the public's business prepared, owned, used or retained by any state or local agency, regardless of the physical form or characteristics." Govt. Code § 6252(e). The Sunshine Ordinance defines "public information" as the content of "public records" as defined in the Public Records Act. Admin Code § 67.20(b). Pursuant to the Public Records Act and Sunshine Ordinance, this document is a public record and will be available to the public upon request, at the hearing site, at the San Francisco Main Library, and on the Urban Forestry Council's website. Admin Code §§ 8.16, 67.7 (b), and 67.21(a).

| | |
|-------------------------------------|-------------------------------|
| Application received date _____ | Received by _____ |
| Tree evaluation form _____ | UFC recommendation date _____ |
| Board of Supervisors Decision _____ | |
| Landmark Tree # _____ | Title recorded date _____ |

46 STILLINGS TREES



46 STILLINGS TREES





SF Environment

Our home. Our city. Our planet.



GAVIN NEWSOM
Mayor

DAVID ASSMANN
Acting Director

**URBAN FORESTRY COUNCIL
LANDMARK TREE AD HOC COMMITTEE SPECIAL MEETING
APPROVED MEETING MINUTES**

**Tuesday, November 10, 2009, 4:00 p.m.
City Hall, Room 421
One Dr. Carlton B. Goodlett Place
San Francisco, CA**

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COMMITTEE MEMBERS: Malcolm Hillan (Chair), Carolyn Blair, Jocelyn Cohen, Kelaine Vargas

Order of Business

- 1. Call to Order and Roll Call.** The Landmark Tree Committee meeting was called to order at 4:03 p.m. Present: Chair Hillan, Members Cohen and Vargas; Excused: Member Blair.
- 2. Adoption of Corrected Minutes of the November 17, 2008 Urban Forestry Council Landmark Tree Committee Regular Meeting.** (Discussion and Action) Upon Motion by Member Vargas and second by Member Cohen, the November 17, 2008 Meeting Minutes were approved without objection (AYES: Members Cohen, Hillan and Vargas; Noes: None; Absent: Member Blair) (Explanatory Document: November 17, 2008 Approved Minutes).
- 3. Hearing on Nomination for Landmark Tree Status.** The Landmark Tree Committee held a hearing to determine whether the trees nominated at the following address meets the criteria for designation as landmark trees. (Discussion and Action)

2040-2060 Sutter Street, SF, CA 94115, Assessor's Block 0678, Lots 037-104

- Norfolk Island Pine (*Araucaria heterophylla*)** (Explanatory Documents: Nomination Form (PDF) and Staff Evaluation)
- Canary Island Date Palm #1 (*Phoenix canariensis*)** (Explanatory Documents: Nomination Form (PDF) and Staff Evaluation)
- Canary Island Date Palm #2 (*Phoenix canariensis*)** (Explanatory Documents: Nomination Form (PDF) and Staff Evaluation)

(Additional Explanatory Documents: Images of Nominated Trees and Committee Evaluations: Committee Chair Hillan and Member Vargas Evaluations)

Speaking in support of landmark status was the Condominium Homeowners Association representative, project sponsor, and one of the owners of the condominium units, Ms. Heather Levin. Mr. Bill Baggett and Ms. Sharron Long, members of the homeowners association residing at 2040-2060 Sutter Street and condominium unit owners also spoke in

support of landmark status. Mr. Bagg inquired about the number of Norfolk Pines in San Francisco. Council Coordinator Hui stated that she does not believe there is a formal count available. Member Vargas stated that the Department of Public Works inventory lists three Norfolk Pine street trees in San Francisco, but does not include Golden Gate Park. Chair Hillan and Coordinator Hui indicated that there are additional trees located in Golden Gate Park and in backyards.

At the conclusion of the hearing, the Landmark Tree Committee voted on whether to approve or reject the nominations. Written findings will be adopted to support the Committee's decision and will be forwarded to the Urban Forestry Council to consider at their December 11, 2009 meeting. The Council will forward approved nominations to the Board of Supervisors for further consideration. After staff and Committee evaluations were presented, testimony heard by the sponsor of the nomination, Ms. Heather Levin and public comment was received, the Committee took the following action:

Upon Motion by Member Cohen and second by Member Vargas, the Norfolk Island Pine (*Araucaria heterophylla*) at 2040-2060 Sutter Street was recommended for landmark tree status to the Urban Forestry Council to consider at their December 11, 2009 meeting. (AYES: Members Cohen, Hillan and Vargas; Noes: None; Absent: Member Blair)

Upon Motion by Member Cohen and second by Member Vargas, the Canary Island Date Palm #1 (*Phoenix canariensis*) at 2040-2060 Sutter Street was recommended for landmark tree status to the Urban Forestry Council to consider at their December 11, 2009 meeting. (AYES: Members Cohen, Hillan and Vargas; Noes: None; Absent: Member Blair)

Upon Motion by Member Vargas and second by Member Cohen, the Canary Island Date Palm #2 (*Phoenix canariensis*) at 2040-2060 Sutter Street was recommended for landmark tree status to the Urban Forestry Council to consider at their December 11, 2009 meeting. (AYES: Members Cohen, Hillan and Vargas; Noes: None; Absent: Member Blair)

4. **New Business/Future Agenda Items.** (Information and Discussion) Member Cohen requested a future discussion regarding amending the Landmark Tree Ordinance so that groups and groves of trees could be landmarked.
5. **Public Comment:** Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda. There was no public comment at this time.
6. **Adjournment.** The Urban Forestry Council Landmark Tree Committee Meeting adjourned at 5:12 p.m.

*Approved: April 13, 2010

